

**College of Public Health, USF**  
**Educational Technology and Assessment (ETA) Advisory Committee**

**Meeting Minutes**  
**June 12, 2014**  
**10 am to 12:00 noon**  
**Executive Conference Room (2024)**

*Present:* Azizan, A., Perrin, K., Reina, M., and Srinivasan, S.

*Absent:* Borenstein, A., Burke, S., Mlynarek, S., O'Rourke, K., Pracht, E., and Wathington, D.

Dr. Azizan called the meeting to order at 2:01 pm.

**1. Review and approval of minutes of 3/20/14 meeting (K. O'Rourke previously)**

Dr. Azizan reviewed the minutes 3/20/14 meeting. The committee approved the minutes.

**2. Minimum Standards and APCC Committee**

The Min Stds is the COPH online course quality rubric that is used by ETA to build quality online courses. The APCC committee is charged with reviewing all college programs D. Wathington suggested that the online programs (and the courses within them) should also be reviewed by this group. The APCC group suggested that we modify the Minimum Standards document to contain signatures of the instructor, Instructional Designer, ETA Director and Dept. Chair. When a department is reviewing the online program, the chair would request the online course rubric to be completed by ETA and forwarded to them for final review. Dr. Azizan considered this as a positive change as it provides the instructor a means to prepare for the next time the course is taught. It is also not seen as a burden to complete when there are benefits to completing it.

**3. MOOC USF Health (S. Srinivasan)**

S. Srinivasan mentioned a proposal for the MOOC Affordable Care Act course will be put together for Dr. Petersen (under whose guidance the project began) for initial signatures. It would then be forwarded to Dr. Lockwood for final approval. In this proposal a timeline for the project, a preliminary budget as well as short narrative providing some ideas for how the content will be delivered will be included. The course planners investigated the continuing education aspect of this course and found it to be time consuming and expensive. For now this idea of providing continuing education credits has been tabled. In addition to all the USF Health colleges, main campus will also be involved as liaison with Canvas. Dr. Perrin asked if we have identified who would be representing our College and Ms. Srinivasan listed Dr. John Petrila and Jodi Ray as the two individual currently listed as content providers. Dr. Perrin also suggested that beyond providing discipline specific perspectives, it would be a good idea to have panel discussions and include members of the community to participate.

**4. Clickers Update (S. Srinivasan)**

S. Srinivasan mentioned that the main campus clicker committee has chosen Turning Point however the CTIR (Faculty Senate) committee has made some changes and concluded that the iClicker is a better product for USF. Further clarification has been sought. In the meantime USF Health has also started to research clickers for its three Colleges and programs. Dr. Azizan asked if we are obligated to go with the University standard clicker. Ms. Srinivasan responded that going with the USF standard will avail the college/instructor/student to better cost however is not required. Circumstances would include when an instructor is using a textbook that packages its content with a clicker brand or in cases where the clickers are being loaned to students as in the case of COPH.

**5. General Updates: (S. Srinivasan)**

- a. **Summer 2014 Courses:** (total of 68 courses, 43 undergraduate courses, 25 graduate courses. Enrollment total – 3681 (2906 – undergraduate and 775 – graduate)
- b. **ETA Hiring Update:** As of now, ETA has not finalized a candidate for the position. The position has been offered to three individuals who have all accepted it initially but have declined in a few weeks thereafter. The search is still open and will be revisited early Fall.
- c. **Workshops in Spring:** several workshops are currently being conducted this Summer. An email listing the topics was shared with faculty as well as adjuncts/TAs.
- d. **Transforming MPH and ETA:** The four courses that make up the new core are identified and development of content has begun on the Fall courses. Each lesson will be tailored to a lesson plan template and will have individual IDs assigned to them who will work alongside faculty. The course are going to be offered blended and will be scheduled on Monday and Wednesdays from 2 pm to 5 pm. Dr. Perrin pointed out that attention should be paid to basic history content so it is not repeated from undergraduate to graduate courses. Mr. Reina also wanted to share the concept of taking students from theory to practice that he had witnessed in another program. Both will share their thoughts with Dr. Debate who is leading the TMPH Content Writers group.
- e. **Deans Lecture:** Dr. Mario Oliviera who was originally scheduled for May 30 for a Deans Lecture is now being postponed to September 5, 2014. In addition to the Deans Lecture, he will also be providing a workshop for the TMPH faculty committee. If interested, please contact Dr. O'Rourke.

**New Business**

None.

**Next Meeting: Dates for 2014-2015 meetings dates will be shared later in the Summer.**