



College of Public Health

Education Committee

Date: 8/2/17 Time: 12:00 Location: Dean's Conference Room

DRAFT MINUTES

Primary Members Present: Steve Mlynarek, Chair (EOH); Janice Zgibor (EPB); Etienne Pracht (HPM); Jaime Corvin (GLH); Takudzwa Sayi (for Karen Liller) (CFH), Alison Oberne (UG)

Education Work Group Members Present: Jacqueline Wiltshire (HPM), Ismael Hoare (GLH)

ETA Work Group Members Present: Sandhya Srinivasan (ETA), Rene' Salazar (EOH) Zachary Pruitt (HPM)

Administration Staff Present: Kay Perrin, Tara Greer, Dave Hogeboom

Student Members Present: Stacey Griner

Guests Present: None

The meeting was called to order at 12:00 pm. Unless otherwise noted, all votes were unanimous.

1. Approval of the Minutes from the Meeting of 7/12/17

Motion to approve: (Approved)

2. General Discussion Items (Mlynarek / Perrin)

- Discussion of POS changes to meet BOG policy
Dr. Perrin described the current status of complying with the BOG directives. She distributed a standardized form the each concentration is to complete by September 1. One form per concentration, for all concentrations a department intends to have in fall 2018.
- Role of EC in CEPH
*Dr. Perrin reminded the committee of the CEPH timeline:
January 2018 – College CEPH document due
January 2018 – first draft of CEPH document sent for community review;
incorporate comments*

September 2018 – final draft of CEPH document to CEPH

October 23, 23, 2018 – CEPH site visit

The EC will be extensively involved in all of these steps, especially the site visit.

3. Continuing Items (Mlynarek / Perrin)

- Student member needed – PHSA contacted
Natasha Kurji has graduated. PHSA has been contacted about soliciting another student member
- Curriculum Specialist (Perrin)
Dr. Perrin said that the curriculum specialist has been hired and will begin soon. She informed us of the move of personnel (advisors to the Well, the programs and outcomes group to CPH)
- New syllabus / competency table
Dr. Perrin informed each department of its status regarding syllabus / competency table completion. Most required courses have been completed, but may other courses have not. The data entry positions end this week, and instructors will be responsible for the Archivum data entry for courses that remain undone. Departments are encouraged to discontinue course that are no longer taught.
- Course Content Quality Review Form (Mlynarek)
Dr. Mlynarek presented his plan for a simplified form, one that should take no more than 15 minutes to complete. He will distribute this form for testing by volunteers from the committee at or before the October meeting.

4. Reports from Work Groups

Education Work Group

None

Education Technology and Assessment Work Group (Srinivasan)

Sandhya made the committee aware of the upcoming Canvas training workshops. There has been a good response to the online course rollover form. The committee was reminded that a checklist is being developed that will be required for all new or revised courses.

5. Discussion and Action Regarding

DrPH – New course: PHC 7984 DrPH Doctoral Project

Dr. Zgibor presented this course. Its purpose is to provide DrPH students their project experience, and 6 credit hours will be required for all DrPH students

Motion to approve: (Approved)

6. Non-substantive Changes Approved

- Discontinued: MPH Public Health Administration Concentration
- MHA to Fall Only admission

7. New Business

Fall admission

After discussing the MHA fall admission only policy (above), the committee engaged in a discussion of a fall admission policy for all programs. The general consensus was that this would be good in the future, but not at present because of enrollment issues (numbers of students), and uncertainty about data regarding the differences in quality (GRE / GPS scores) between fall and spring admitted students.

Cheating and plagiarism

The committee discussed cheating at some length. Several faculty have witnessed extensive, and fairly brazen cheating. The general consensus was that cheating has increased. Various methods of dealing with cheating were discussed, including dismissal of students from a class in real time if cheating is observed by an instructor, and this action was generally perceived favorably by the committee. There seems to be a USF policy that supports this action. Dr. Zgibor volunteered to construct a statement on cheating for the committee to consider.

8. Adjournment 2:00 pm