



**College of Public Health
Education Committee**

Date: 10/12/16

Time: 12:30

Location: Global Health Conference Room

MINUTES

Primary Members Present: Steve Mlynarek, Chair (EOH), Karen Liller (CFH), Janice Zgibor (EPB) Zachary Pruitt (for Etienne Pracht) (HPM) Jaime Corvin (GLH), Makut Matawal (for Alison Oberne) (UG),

Education Work Group Members Present: Jacqueline Wiltshire (HPM)

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

Administrative Staff Present: Kay Perrin, Tara Greer, Cathy Silva

Student Members Present: Stacy Griner (PhD CFH), Natasha Kurji (MPH HPM)

Guests Present: None

The meeting was called to order at 12:30 pm. Unless otherwise noted, all votes were unanimous.

1. Approval of the Minutes from the Meetings of 9/7/16

Approved.

2. General Discussion Items

Primary-Education Work Group-Technology & Assessment Work Group Relationships (Mlynarek)

Dr. Mlynarek discussed that the success of the committee is dependent on communication within and among the departments. The two work groups need to coordinate with the department primary member so that the department's interests are represented. He reminded the committee that each department has only one vote, given by the primary member or designee.

EC Process Flow (Mlynarek / Greer)

New / Changed Course Proposal USF website

Other New / Changed Items

CEPH Substantive Change Form

The process for new/changed courses and the separate process for other items such as new/changed concentrations was reviewed, along with the newly required form for CEPH. The committee was reminded that all changes should be coordinated with Tara Greer.

CONTINUING ITEMS:

Peer Review of Teaching Effectiveness (Mlynarek)

Syllabus / content only for EC

Dr. Mlynarek emphasized that responsibility of this committee will be on the course content not the instructor.

CEPH (Mlynarek / Perrin)

Site visit in October 2018, Self-study due about a year earlier
Dr. Mlynarek discussed that CEPH will focus on all aspects of the College. The Education Committee as a whole and the work groups will have specific assignments. The CEPH self-study is extensive with many detailed requirements. We expect to have guidance on CEPH requirements and procedures next month.

3. Reports from Work Groups

Education Work Group (Dr. Liller spoke on behalf of Dr. Coulter)

Transfer of Credits

Grad catalog says can transfer 49% of credit hours; COPH wants to limit to 12

Number of Concentrations (Mlynarek)

COPH has 37

Dr. Liller explained that the education work group's general thinking is that students will be required to take the CPH exam but passing it should not be required. The college may have other ideas. The work group should look at other schools of public health and see what they are doing. Several schools do not require the CPH exam so does requiring it put us at a decided disadvantage?

Committee members review redundancy in concentrations in the department.

Education Technology and Assessment Work Group (Sandhya)

Sandhya discussed that their role will be to provide updates to the committee on things that are being rolled out at the university level, things that require discussion, and those items going up for vote to the main Education committee.

4. Discussion and Action Regarding:

Undergraduate

PHC 4101 – Global Citizens Project (Dr. Perrin spoke on behalf of Laura Rusnak)

Approved.

This is an existing course that will be considered for inclusion in the University Global Citizens Project. Dr. Perrin informed the committee that it is advantageous for the college to have courses that fulfill the Global Citizens Project requirements. This would be a way to get students who are not in the Public Health major or minor to take public health classes in order to earn gold stars for involvement in the project. There are different recognition levels (bronze, silver, & gold) and there is special recognition at graduation and with study abroad opportunities.

EOH – (Mlynarek)

MSPH PIH - This concentration has been renamed and the number of hours have been reduced to meet the current science education expectations of this field, and to incorporate the transformed foundation courses.

Approved.

Dr. Mlynarek informed the committee that all three concentration changes were made to accommodate the transformed College foundation courses. For the Industrial Hygiene concentration there were other changes as well - the total hours requirement would drop from

48 to 45 credit hours, and elective was added, and this concentration will be renamed 'Occupational Exposure Science.'

MSPH POH – Incorporate transformed foundation courses
Approved.

MSPH POM - Incorporate transformed foundation courses
Approved.

CFH (Liller)

MPH Socio-Health Sciences is being terminated
Tabled.

Dr. Perrin informed the committee that this concentration stopped admitting students in 2014. Dr. Liller stated that the concentration is redundant but termination has not been before the department curriculum committee for discussion. Dr. Liller stated this would be addressed. Dr. Mlynarek will put this on the agenda for the next meeting. Dr. Mlynarek also commented that all departments will be asked to consider termination of concentrations with low student numbers.

HPM (Perrin & Pruitt)

MHA – updating degree to reflect new core and foundation courses
Approved.

MHA/MPH dual degree - updating program to reflect new core and foundation courses
Approved.

10 courses are being updated – fixing pre requisites (removing old core courses as pre requisites)

PHC 6063

PHC 6104

PHC 6146

PHC 6148

PHC 6151

PHC 6160

PHC 6180

PHC 6191

PHC 6196

PHC 6421

Approved.

The committee agreed that Dr. Mlynarek will approve all changes in pre or co-requisites to courses as related to the old core as a non-substantive change. Tara Greer stated that Dave Hogeboom would be contacting the departments regarding required courses that still have the old core courses listed as pre-requisites.

College Wide (Perrin)

MPH

Require MPH students to take and pass CPH exam

Tabled.

Dr. Salazar asked where the college stood on passing versus taking the CPH. Dr. Corvin said that students must take and pass the CPH exam and that this was approved by the faculty assembly in May 2013. This has not been implemented until now because the College was waiting for all of the changes to the TMPH to be finalized so that these could be implemented together.

Peace Corps

The Peace Corps Master's International program has been discontinued – College to discontinue participation

Approved.

The Peace Corps Master's program was terminated at the federal level. Dr. Perrin said this should be taken off the books because we don't want to advertise a program that no longer exists.

MPH and MSPH

Removing track one as an option for students

Tabled.

Dr. Perrin has met with each department chair on an individual basis regarding decreasing credit hours and increasing electives. Changes should be made in time to make the January 2017 deadline for the 2017-2018 University catalog

Dr. Perrin stated that new students will not be admitted into Track 1 (the old core) starting fall 2017. Dr. Liller asked about students admitted in spring 2017. Dr. Perrin said there is no clear answer but the preference is to not have any people admitted into the old core because it will be taught out by 2019.

Dr. Perrin stated that it is the responsibility of each department chair to discuss with faculty how to transition from the old core to the new.

REVIEW SCHEDULE (Mlynarek)

Review Item	Frequency	Next Review	Following Review
Dual degrees	Every 4 years	2016/17	2020/21
MPH degrees	Every 4 years	2017/18	2021/22
MSPH & MHA degrees	Every 4 years	2018/19	2022/23
Admission requirements/processes and Certificate Programs	Every 4 years	2018/19	2022/23
PhD & DrPH degrees	Every 4 years	2019/20	2023/24
Degree guidelines	Every 4 years	2019/20	2023/24

Dr. Mlynarek brought this schedule to the attention of committee members, reviewed the current dual degree review process procedures, and encouraged departments to complete their dual degree reviews soon.

5. Non-substantive Changes Approved

- Update contact for Public Health Generalist – was Dr. Wolfe-Quintero and changed to Dr. Perrin
- Updating the Public Health Generalist Certificate to reflect the TMPH courses. Certificate was 15 credits and is now 12 credits.
- Health Management and Leadership Certificate updated contact
- Public Health Policy and Programs Certificate updated contact and adding broader language to allow for more electives

6. New Business

Dr. Perrin discussed an issue at the request of the Dean. CEPH requires a report that details all of the concentrations in the college and the number of faculty for each concentration. There are rules about assigning faculty to concentrations to build this matrix. Also we will need to review the last five years concerning how many students applied, were admitted, were enrolled, and are

currently active so that we can determine which concentrations should be merged or discontinued or enhanced.

7. Adjournment: 1:30 PM