College of Public Health

Education Committee

Date: 3/1/17   Time: 12:00   Location: Dean's Conference Room

DRAFT MINUTES

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Primary Members Present: Steve Mlynarek, Chair (EOH); Janice Zgibor (EPB); Zach Pruitt (for Etienne Pracht) (HPM); Jaime Corvin (GLH); Karen Liller (CFH); Alison Oberne (UG)
Education Work Group Members Present:
ETA Work Group Members Present: Zach Pruitt (HPM)
Administration Staff Present: Kay Perrin, Barbara Kennedy
Student Members Present: Natasha Kurji
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 2/1/17
       Motion to approve: *(Approved)*

2. General Discussion Items (Mlynarek)

- Plagiarism (Perrin)
  The University regulation "Academic Integrity of Students was presented and discussed. There seemed to be unanimity that cheating/plagiarism is a large problem and that enforcement of the regulation has been at the discretion of the instructor. Options were discussed. The committee voted to approve the following recommendation: "The College will investigate creating a web page that entering students will encounter the first time they use their @health logon. This web page will present item V. D. of the University regulation that the student will be required to read, and certify that they have read and understood, the consequences for violations of academic integrity."

- CPH Provisional (Perrin)
  The use of CPH (Provisional) and other such indicators of partial completion of a credential was discussed (e.g., MPHc). The committee recommends that administration publish a statement on the College website discouraging use of any of these designations.

- CEPH (Perrin)
  Dr. Perrin presented the draft document concerning Transition of Applied Practice Experience (APE) and Integrative Learning Experience (ILE).

  Students enrolled in the fall 2017 semester, and thereafter, must submit two APE products during their degree program; e.g., a field experience, a course-based experience, a service-learning experience. Each product must demonstrate attainment of at least five (5) competencies of which three must be foundational competencies, and at least two concentration competencies. For grading each of the products, the faculty mentor will use a standardized grading rubric that links back to competencies.

  Students need to complete one item meeting the requirements of ILE. The current Special Project may be modified to meet this criterion.

  The APE and ILE items will be stored in a Canvas Organization, and then in Archivum upon its completion. For 2017, the current Field Experience (FE) course and the service learning aspect of the Translation to Practice TMPH course will serve as the APE items, and the Special Project course will serve as the ILE item. The committee was informed that the College may consider making FE a non-required, 0 credit course that students will be encouraged to take as one way of attaining one item toward the APE. Including the language of CEPH in the description of the Special Project course also was discussed.

- Service learning attribute process (Perrin)
  Dr. Perrin explained the criteria, benefits and process for developing a new service-learning attribute course, or for transitioning a current course that will include the service-learning attribute. Online tools and guidance can be found at: http://www.usf.edu/engagement/faculty/service-learning-toolkit.aspx. It is fairly straightforward, and departments are encouraged to request this designation for any qualified courses.

- CEPH Requirement (Mlynarek)
  Dr. Mlynarek reminded the committee that a rubric for course quality evaluation would be forthcoming. He also emphasized that the primary members needed to make their departments aware of the possible changes to FE and the Special Project. He suggested that any changes concerning these two courses be presented directly to Faculty Assembly, since major catalog changes in all departments would be necessary.

3. Continuing Items (Mlynarek)

None

4. Reports from Work Groups

Education Work Group

None

Education Technology and Assessment Work Group (Srinivasan)

None

5. Discussion and Action Regarding:

HSC 4624 – Foundations of Global Health (Global Citizens Project)
This is not a course change per se, but rather the committee was informed that this course was approved for inclusion as a Global Citizens Project (GCP) course. Some minor changes in the syllabus or administration of the course may occur for courses applying for the GCP designation. The committee agreed that any courses which undergo minor revision to qualify for the GCP do not need full committee review, but may be regarded as having made non-substantive changes for the purposes of the EC.
<u>*Motion to approve:*</u> *(Approved)*

6. Non-substantive Changes Approved (Mlynarek)

None

7. New Business   (Perrin)

ETA queue: For those developing new courses, the next available slot for ETA to look at courses is spring 2018. The committee was asked to relay this information to their departments.

8. Adjournment

1:10 pm