



College of Public Health

Education Committee

Date: 4/26/17 Time: 12:00 Location: Dean's Conference Room

DRAFT MINUTES

Primary Members Present: Steve Mlynarek, Chair (EOH); Janice Zgibor (EPB); Zach Pruitt (for Etienne Pracht) (HPM); Jaime Corvin (GLH); Karen Liller (CFH)

Education Work Group Members Present: Ismael Hoare (GLH)

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

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

Student Members Present: Natasha Kurji, Stacy Griner

Guests Present: Ellen Daley, Kate Wolfe-Quintero

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 4/5/17

Motion to approve: (Approved)

2. General Discussion Items (Mlynarek)

- Dr. Mlynarek informed the committee that the regularly scheduled meeting of next week was cancelled, and that we would meet late in May (5/24). There will be no June meeting, and at the May meeting we will discuss dates for July and August.
- Doctoral changes (updates to previous submittals) (Daley / Perrin)
Dr. Daley presented the changes to the College doctoral program. These will go before Graduate Council on 5/1/17. Dr. Daley reported on a telephone meeting between herself, D. Hogeboom, T. Greer and Carol Hines-Cobb (USF Graduate

Studies) detailing proposed changes to the PhD and DrPH degree programs – this to address the intent of the State of Florida regulation 8.001. To wit, “All majors in a degree must share a common core.” Additionally, “The number of credit hours shall not equal or exceed the number of credit hours established for a program major at the same degree level.” Dr. Daley detailed the 13 credit-hour common core curriculum for the doctoral programs. For compliance, each department revised their required concentration courses to total 12 credit hours. The result of the phone meeting with Carol Hines-Cobb was that the College of Public Health’s model should be a model for the other colleges on campus.

The Committee also discussed admitted students requesting waivers of doctoral core courses for the reason of experience or having majored in one of the key core topics. All admitted doctoral students must take the doctoral core. The courses are at the 7000 level and have the additional purpose of cohort development.

Post-master transfers-in must be at the master’s level. If no MPH, then the student must take the TMPH core.

The office of Education Technology and Assessment and Dr. Daley will work on equivalence of online and in-class content for the PhD program,

Motion to approve: (Approved)

- **Course evaluation questions (Mlynarek / Perrin)**
Dr. Perrin presented the draft survey questions that may be included in all student evaluations of courses. These evaluations will eventually be administered through Archivum, and will include the present 8 university-required questions. The College may add questions. The draft questions presented address CEPH requirements. The Committee was asked to review and comment, and suggest new questions, and rate the questions. These comments are due to Dr. Perrin by 5/22/17 and will be brought to the EC meeting of 5/24/17.

3. Continuing Items (Mlynarek)

Review of Course Content Quality (Mlynarek)

Dr. Mlynarek said he would provide to the committee a checklist for this purpose for review and comment by the next meeting. He was unable to present this at this meeting due to the doctoral programs revision.

4. Reports from Work Groups

Education Work Group

None

Education Technology and Assessment Work Group (Srinivasan)

Sandhya Srinivasan reported that the state has initiated a program to evaluate online course design. This will apply to all online courses in the SUS. There will be two quality ratings. Once initiated, instructor ratings may be included.

New course development: ETA will release a course development schedule to be posted in Box. Departments can request new course development, or course revamps, via the Education Committee. Requests will be placed on the schedule based on availability of ETA resources. Currently all slots for new course development are filled until Spring 2018.

New online course quality initiative: Quality Matters is an international organization to promote and improve quality education for online courses. The organization focuses on course design, not content or teaching. Currently, there are statewide workgroups working on the Quality Matters “Course Design Rubric Standards.” USF will join Quality Matters system-wide. A Florida Virtual Catalog will be published for online course consumers, with catalog content consisting of quality ratings for reviewed courses. Ultimately, consumers will be able to choose one excellent course from among numerous courses of similar content, but less quality.

Transcription and captioning update: A federal law requires that universities provide transcription and captioning for online courses. Currently, the College is implementing transcription for new courses. If transcription is not effective after a three-week trial, the course will be captioned. Within the next five years, the College will implement full transcription and captioning.

5. Discussion and Action Regarding:

None

6. Non-substantive Changes Approved

None

7. New Business

- *Dr. Zgibor informed the committee of the inclusion of Public Health in the Interprofessional Education (IPE) workgroup. Medicine, Physical Therapy, Nursing, and Pharmacy also participate. This presents opportunities for Public Health students to participate in some of the collaborative learning modules, and to develop our own modules. This activity may qualify as an APE. The program is in development and Dr. Zgibor will bring more details to a future EC meeting.*

8. Adjournment 1:15 pm