COPH Executive Committee
Friday, April 17, 2020
Meeting Minutes


❖ Discussion Items

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COVID-19 status update
  • Fully on-line and fully remote through June
    o No internships (unless sites can be safely prepared), events, gatherings, people at work
    o All orientations on line for fall
    o Hoping for in-person classes in the fall but planning for remote instruction
    o P/F grade option

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Student course evaluations
  • Course evals – Spring – should be submitted
  • Withdraw & registration dates moved
  • Evals will be looked at, but considerations will be made due to circumstances
  • Annual faculty activity reports instructions will be sent out
    o Please be as thorough as possible
    o There are text boxes in each area, please include everything you are doing
    o Dr. Petersen will go through them and make comments and assign scores
    o You can self-evaluate
    o If you wish to meet with Dr. Petersen after comments and scores assigned let Dr. Petersen know and you can meet

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BOG making admissions testing optional
  • Decided to allow students Fall 2021 to not have SAT/ACT scores
    o Have to amend state policy
    o Graduate students GRE’s
    o Extending application deadlines due to testing centers being closed
    o Should consider for Fall 2021 students as well
    o COM-stopped requiring GRE a while ago
      - No difference in outcomes for students who do or don’t have GRE’s
      - Dr. Mlynarek will bring up GRE issue to Education Committee
      - CPH – supposed to be available on line May 1st
        ▪ April 14, 15 and 30, giving our own comprehensive exam for students to graduate
        • All that are ready to graduate are set to go
        • Will not be ineligible to take CPH after they graduate
          o Timing issue for students who have graduated
            - We won’t be able to pay for it
        - Are they still using MCAT? Yes for MD students, but Master’s and PhD programs use the GRE
          ▪ PT, Occupational Health also don’t use
  • Concern about enrollment
  • We are very concerned about credit hours
We assume more interest in public health

- Re-entry/Recovery planning
  - Have begun to work on plan
  - Emergency Management has plan in place for typical emergencies (hurricanes)
    - Have to update for this set of circumstances
  - Who comes to work?
  - In-class for fall – social distancing?
    - UF streams live classes – students don’t have to come to class
    - Need to make sure students get whole experience
      - COM using Panopto for their streaming, have indexed all content
  - Physical distancing instead of social distancing
    - Classes are full in Fall already

- General budget update
  - The University has expended an enormous amount of money over the past 5 weeks
    - Housing had to be refunded
  - Medicine’s practice plan money is also down – no elective surgeries, etc.
  - Got a little bit of money at the end of legislative session
  - USF has huge hole for next year as starting point
  - USF got no pre-eminence money
  - Cut in performance based funding
  - Health is hemorrhaging due to lack of clinical revenue
  - Lost of big chunk of our reserves
    - DL fee is being reduced for summer term
  - Still have to plan a budget to send to USF Health
    - Worried about grad enrollment
    - Good to see UG enrollment going well

- On-line transition planning
  - What our portfolio looks like and where we are in the continuum
  - What decisions we need to make, when right time and why it is important
    - Transitioned 80 courses to on-line for Spring, 50 for first time
    - Did the same for summer, 30 first time on line classes
  - Uncertainty for Fall 2020
    - Need to decide what we are teaching in fall so students can plan
    - ? Physical distancing until 2022 – Harvard study
    - “New normal”
  - There are 16 concentrations that are close to being taught completely on-line
    - 4 or fewer classes each
  - We can offer all of our concentrations if we needed to on-line
    - The gap is in doctoral education (PhD)
    - Student has to have visual contact with their faculty mentor – can now do with Teams
    - Need to market our strategic position as a leader in on-line PH education
    - Quickly and strategically transition remaining on-campus courses to online
    - Faculty that have not yet done so, have to go through Quality Matters training
      - “You Made the Right Choice”
    - 60 of our faculty have gone through Quality Matters training
      - We can have our ETA staff do a Teams training for those faculty who have not yet gone through training
- The Question is who do we want to be in the future?
  - Opportunity for us to demonstrate what we can do
- Think about what students are thinking about – want to say closer to home
- This is expanding our options to go fully on-line
- What can we do now to offer students what they want?
  - The downside of on-line is it is harder to have interactions
  - Should we discuss long term vs Fall?
- Didactic portion is what we are talking about for only the PhD in Epi
- Add an on-line component to the already on-campus program
- MHA, PhD and MS degrees need a longer discussion
- Doctoral core is already on-line

- Student academic progression
  - Sense of urgency with short timeline to convert to on-line to make sure students wanting to graduate in Spring and Summer have everything they need
  - We are offering all these classes so they can stay on track

- COPH Updates
  - Academic Affairs Updates
    - Successful plan for students on probation
    - Look at students and make sure they are doing what they need to do when they need to do it – i.e. CPH exam
    - Drafted a progression plan – will be vetted in Ex Com next month
      - Use for in-coming cohort
    - Population has been identified based on performance in core courses
  - Curriculum
    - Master plan for classes and scheduling
    - Developed 2-year schedule
      - Need to look at schedule earlier – out through 2022 by end of this summer
        - This ties in with student progression to make sure students graduate in a timely fashion
        - This will also help with the assignment process
      - When the next draft schedule is sent out, please make sure your faculty look at it because once it is final there won’t be any changes made
  - Syllabus review
    - Compliance with templates, CEPH, etc
    - Making sure CEPH comps are included
    - Will be going over all syllabi in the coming months to make sure all are in compliance
  - Student Support – COVID 19
    - Sending emails – gotten responses back
      - Counseling, food, meals on wheels, SOCAT
      - BSHS students feel like they are part of us
    - Sending out student survey, how are students doing?
    - Students may not be showing up for their work at the end of classes
      - If you have any cases like that let Dr. Wolfe-Quintero know
    - Boot Camp into H & S to work on APA Plagiarism and things that crop up for international and other students to prevent probation
  - GA appointments for this coming semester
    - Been keeping in touch with these students, continue to do that, reassure them
• A lot of activity on undergrad recruitment
  o Schedule for Fall courses
    ▪ We already had expanded, added sections
    ▪ They are filling and closing
    ▪ We were more prepared than other colleges
    ▪ Clarity on “synchronous” – they don’t know what they are doing
    ▪ Students feel secure with what we are offering
    ▪ Enrollment looks similar to what it was before if not better
    ▪ USF is down about 4%, COPH looks good, 550 for fall for UG’s
    ▪ 2 PH Majors awarded Phi Beta Kappa honor

• Administrative and Fiscal Updates
  • Working through on how to handle the mail we are receiving
    o If you are looking for something let Michael or Sam know
  • Fed Ex – contact BOSS rep.
  • No office supply expenses at this time
    o Can’t ship anything to a home address
  • Web calendar updates – Rocky or Samantha
  • News stories – Natalie’s team –good work you are doing during COVID-19
  • Budget process for faculty – no idea where tuition collections are going to be
    o Won’t be business as usual for now
  • Thinking of having a Full Faculty and Staff Teams Live event at some point

• Faculty Assembly Updates
  • Set a date for a meeting – June 8th
  • Currently working through new bylaws, working on memberships, better process for our faculty listserve, still doing eat and chats virtually
  • Faculty Affairs Committee
    o Nothing to report
  • Education Committee
    o First Teams meeting – 4/1 – will send out minutes
    o Voting members and alternates
    o New webpage went up this morning-helpful links
  • Research Committee
    o Met on 4/7 – discussed research on-going issues and summer projects being put on hold
    o Membership renewals going out
    o Research office will be emailing questionnaire
    o COVID-19 research opportunities
      – IRB will be expediting COVID-19 applications

• Faculty Affairs Updates
  • Promotion and Tenure – the ability to freeze the clock for any faculty member is available if you want to
    o Working on timeline for our own process
    o Finalizing the dates
    o About 5 faculty are eligible

• Translational Research and Practice Updates
  • University level division of sponsored research-PPRN
    o Pilot grants – 130 submitted last week; finished reviews today
      – Results Monday
College submitted 20 and at least 6 more not PI's
  ▪ How does this link to extraordinary funding?
  ▪ Pilot grants need to be connected to the external funding
  ▪ Form research hubs – related to COVID-19
    • All about public health the first 2 mtgs
    • Epidemiology and surveillance went away
      o Were added back in
  ▪ If interested in any of the topics please join the group
  ▪ Will send the document to everyone

▪ Monitoring and Evaluation
  • Nothing to report

▪ Strategic Area Leads
  • Global and Planetary Health – T. Unnasch no time to report
  • Interdisciplinary Science and Practice – J. Marshall – no time to report
  • Policy, Practice and Leadership – K. Liller – no time to report
  • Population Health Science – R. Kirby – no time to report

❖ University Updates
  ▪ WLP – hosted a virtual program for Joannie Bewa – recipient of an Outstanding Alumni Award
  ▪ Commencement – Virtual graduation – filming this week
    • Will be scrolling students’ names on screen
    • Inviting all students to come to ceremony in August
  ▪ College – Virtual program – combine UG and Grads – 5/8 at 1 pm
    o Will acknowledge all our graduating students
  ▪ Commencements post consolidation
    o Should we rethink?
    o Have a plan to present to the President
    o Recognition of students be handled at the college level

❖ New Business
  ▪ Thank you everyone
  ▪ We’ve been all over the media

Upcoming Events: 5/8/2020 at 1:00 pm – Virtual Graduation Celebration

Next Meeting: Monday, May 18th at 1:00 pm