

COPH Executive Committee
Friday, April 17, 2020
Meeting Minutes

Attendance: J. Beckstead, C. Cooperman, E. Daley, J. Evans, R. Kirby, K. Liller, S. Marhefka, J. Marshall, S. Mlynarek, L. Nguyen, T. Penniecook, D. Petersen, Z. Pruitt, A. Stuart, T. Unnasch, K. Wolfe-Quintero, J. Zgibor, and P. Smith

❖ Discussion Items

- COVID-19 status update
 - Fully on-line and fully remote through June
 - No internships (unless sites can be safely prepared), events, gatherings, people at work
 - All orientations on line for fall
 - Hoping for in-person classes in the fall but planning for remote instruction
 - P/F grade option
- 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
 - Please be as thorough as possible
 - There are text boxes in each area, please include everything you are doing
 - Dr. Petersen will go through them and make comments and assign scores
 - You can self-evaluate
 - If you wish to meet with Dr. Petersen after comments and scores assigned let Dr. Petersen know and you can meet
- BOG making admissions testing optional
 - Decided to allow students Fall 2021 to not have SAT/ACT scores
 - Have to amend state policy
 - Graduate students GRE's
 - Extending application deadlines due to testing centers being closed
 - Should consider for Fall 2021 students as well
 - 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
 - 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
 - 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%, CPH 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
 - If you are looking for something let Michael or Sam know
 - Fed Ex – contact BOSS rep.
 - No office supply expenses at this time
 - 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
 - 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
 - Nothing to report
 - Education Committee
 - First Teams meeting – 4/1 – will send out minutes
 - Voting members and alternates
 - New webpage went up this morning-helpful links
 - Research Committee
 - Met on 4/7 – discussed research on-going issues and summer projects being put on hold
 - Membership renewals going out
 - Research office will be emailing questionnaire
 - 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
 - Working on timeline for our own process
 - Finalizing the dates
 - About 5 faculty are eligible
- Translational Research and Practice Updates
 - University level division of sponsored research-PPRN
 - 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
 - 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
 - Will acknowledge all our graduating students
 - Commencements post consolidation
 - Should we rethink?
 - Have a plan to present to the President
 - 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