

**College of Public Health, USF
Educational Technology and Assessment (ETA) Advisory Committee**

**Meeting Minutes
November 18, 2010
1:00 pm to 3:00 pm
CPH Rm. 2024**

Present: Azizan, A., Djilan, Y., Mlynarek, S., Mortimer, J., Perrin, K. Pracht, E., and Srinivasan, S.

Absent: Burke, S., O'Rourke, K., and Wathington, D.

Dr. Mortimer called the meeting to order at 1:10 pm.

1. Review and approval of minutes of Sept 23, 2010 meeting (J. Mortimer)

Dr. Mortimer reviewed the minutes of Sept. 23 meeting, and the committee approved them with no changes.

2. CEPH Accreditation Update (J. Mortimer)

Dr. Mortimer provided an update of the self study document as it pertains to the online degree programs. The final document was circulated to the members and feedback requested. Dr. Mortimer and others agreed that the section on online programs did not flow and felt that with the addition of headers and other edits, the document would look better. Changes were discussed and agreed upon to be made by Dr. Mortimer. The final document will be emailed to Dr. Petersen within a day or two.

3. ASPH Distance Education Committee (S. Srinivasan)

Ms. Srinivasan distributed the agenda and minutes of the recent ASPH Distance Education meeting held in Denver, CO. The group meets every year several times virtually and once during the ASPH annual meetings. Schools of Public Health provided a brief update regarding their activities in distance education. Asked what the trends were, Ms. Srinivasan indicated that several schools are becoming more actively involved in distance education programs. In addition, many are setting up international partnerships.

4. Milestones in Public Health Curriculum (S. Srinivasan)

One session of the ASPH Annual Meeting focused on the recently awarded grant, Milestones in Public Health. George Washington School of Public Health, the recipient of this Pfizer grant, gave an overview and indicated that the curriculum is built on three levels: the undergraduate student, the MPH student and interdisciplinary students in nursing and medicine. The final course will be made available to the public by the end of 2011.

5. General Updates: (S. Srinivasan)

a. Spring 2011 Courses

At the present time, ETA is supporting 46 courses in total for Spring semester. Twenty one of these courses are graduate level and remainder undergraduate courses.

b. Course Evaluations

A demo for the College of Nursing evaluation system will be provided at the next meeting of the committee.

c. Conference Funding Request (W. Westhoff)

S. Srinivasan provided members with an application from Dr. Westhoff. Members approved the application with the provision of a cap of \$2000 after confirming that sufficient funds were available for faculty travel this fiscal year. S. Srinivasan will check with Purchasing and Finance and get back to Dr. Westhoff.

d. Tech Workshop Series 2011

S. Srinivasan mentioned that per discussions in last meeting, the workshop sessions will be no more than an hour, and lunch and refreshments will be provided. Session topics for Spring include assessment, collaboration, interaction, and how to write learning objectives. Dr. Mlynarek mentioned that he would also like to see new technologies presented as well.

e. 2011 Meeting Dates and Times

Meeting dates for 2011 will be 2/3, 3/17, 5/19, 9/15 and 11/17. The committee will meet on these days from 10 am to 12 noon in the Dean's Conference Room. No meeting will be scheduled in July.

6. **New Business:** There was no new business.

The meeting was adjourned at 2:10 PM.

Next Meeting: February 3, 2011 from 10am-12 Noon, Dean's Conference Room.