Graduate School of Public Health
Educational Policies and Curriculum Committee
Meeting Minutes | March 30, 2017 (April monthly meeting)

Present: Yue Chen, Mary Derkach, Ying Ding, Patricia Documet, Jim Fabisiak, David Finegold, Nancy Glynn, Emmy Hackshaw, Robin Leaf, Sarah Minion, and John Shaffer

The meeting was called to order at 1:30 pm by Dr. Patricia Documet, Chair.

New course: BCHS 2991 Multilevel Analysis in Public Health

Drs. Stina Mair and Robert Coulter presented the proposal for a new BCHS course. They just received notice yesterday that they were awarded an innovation in education award to develop the course working in collaboration with University Center for Teaching and Learning. The labs in the course are meant to be 1-2 hours in duration. They will work through the first problem as a class and plan to use tools such as, STATA. Then the students will work more independently. The students will all use the same datasets. The readings planned are two articles per class session (peer reviewed and applied example of the current topic). The pre-requisites so far are knowledge of linear and logistic regressions. The plan this year is to have this as a recommended requirement and to see how it goes then to modify next year. One of the first lectures will be a review of linear and logistic regressions. There will be five weekly assignments (50%) and a final project, is 25% of the grade, and then participation/ weekly quizzes/ discussion question submissions is planned to be 25% of the grade.

ACTION: The committee approved the course with the modification. The committee is suggesting that the course should have the pre-requisite of linear regression, logistics regression or ANOVA. For purposes of the BIOST 2041 and PSYED course, for those students who have not completed these requirements, the students would need to obtain permission of the instructor. The EPCC will also request that a final syllabus to be sent once it is completed.

New course: BCHS 2612 Project Management in Public Health

Angela Lucente-Prokop, BCHS doctoral student, presented the proposal for a new BCHS course. Mary Hawk will be the faculty instructor of record for this course. The course will be 1.5 credits in alignment with the BCHS departmental focus on skills based courses. Focused on essential skills of project management and hands on exposure to two software programs. The course will be offered in one of the two 8-week sessions. The committee noted that this course could work well as a 2-credit class based upon the amount of material and the fact that students needing electives would need either 1 or 2 credits, as finding an additional ½ credit could be difficult. The committee also recommended that the course would be better suited to student schedules during the first half of the semester. There are no pre-requisites for the course.

ACTION: The committee approved the course with modifications. The committee noted that Mary Hawk’s name need to on the official course record both on the EPCC proposal and syllabus. The committee suggested that the course be offered during the first half of the semester, and to increase the credits to two and then to increase the hours in the laboratory.
Updates from the Associate Dean for Education, Robin Leaf for Eleanor Feingold/ Jessie Burke

Robin updated the committee on the work that the MPH committee and DrPH program directors are doing with the leadership of Jessie Burke. The MPH committee is in process to revise the MPH core curriculum. Further details will be announced at next month’s meeting.

Update from Last Meeting on MPH Essay/ Thesis Policy

BCHS – Martha sends planning and reminder e-mail messages with the policy and dates to all faculty advisors, so the advisors can notify the students.

HUGEN – Dual-degree Genetic Counseling program is on top of everything. The MPH program is tied to a course where Candy Kammerer is the director and course director notifies and guides the students of these deadlines.

IDM – This is working well in the department.

Thank you to student committee members

The committee thanked Emmy for her service to the committee and congratulated her on her upcoming graduation next month.

Approval of March Meeting Minutes

Action: The March meeting minutes were approved.

The next EPCC meeting will be held on Thursday, May 4, 1:30-3:30pm in room 4128 Parran Hall.

The summer meeting schedule has been confirmed.

June 1, 1:30-3:30pm, room A521 Crabtree Hall
June 29, 1:30-3:30pm, room A521 Crabtree Hall
August 3, 1:30-3:30pm, room A521 Crabtree Hall

The meeting was adjourned at 2:42pm.