

**Graduate School of Public Health**  
***Educational Policies and Curriculum Committee***  
**Meeting Minutes | June 21, 2016**

Present: Andriy Bandos, Quinten Brown, Cindy Bryce, Mary Derkach, Patricia Documet, Julia Driessen, Eleanor Feingold, David Finegold, Nancy Glynn, Robin Leaf, John Shaffer

Absent: Melanie Callahan, Yue Chen, Jane Clougherty, Kathleen Creppage, Hristina Denic, Ying Ding, Taru Gupta

Guest: Ryan Minster, Andrea Rosso

The meeting was called to order at 1:32pm by Dr. Patricia Documet, Chair.

**New Course: HUGEN 2023 – Bioinformatic Resources for Geneticists, Ryan Minster**

This course is being created because members of the Human Genetics Department feel that there is tremendous values in training geneticists to navigate the internet. Previously, individuals in the genetics field learned via on-the-job training/experience. Now students will complete their training at Pitt Public Health with a core knowledge related to how to find resources on the web.

Initially, this course will only be offered to HUGEN students, but the possibility to expand this course to the entire student body is being discussed.

**Action** – The committee conditionally approved the course, and suggested that some minor edits be made to the syllabus. These suggestions will be outlined in the approval letter, which will be sent out to Ryan Minster by Quinten Brown.

**New Course: EPIDEM XXXX – Population Neurosciences Seminar, Andrea Rosso**

Andrea Rosso was next on the agenda. She was presenting a new EPIDEM course that has both been incorporated into a T-32 grant, and also developed out of the long-standing EPIDEM Journal Club. This pass/fail course will consist of a journal club and workshops. This course will be required for Neuro Epi PhD, and masters' students.

The discussion with the committee was focused on making minor edits to the syllabus, and class policies.

**Action** – The committee conditionally approved the course, and suggested that some minor edits be made to the syllabus. These suggestions will be outlined in the approval letter, which will be sent out to Andrea Rosso by Quinten Brown.

### **Professional Writing Course, Eleanor Feingold**

Eleanor Feingold provided the committee with an update regarding the Professional Writing course being developed for the fall semester. Eleanor, Robin Leaf, and the instructor Steve Fine have worked hard to finalize the paperwork for EPCC's review. The goal for July's meeting was to receive provisional approval from the committee, while the finishing touches are made to the paperwork.

The committee had some questions regarding the appropriateness of this course for international/non-native students, and Steve Fine will be a guest during the August meeting to answer questions.

The committee also had questions pertaining to the style of the course. This course will be a professional writing course, not a scientific/academic writing course. There is hope to create an academic writing course in the future.

During orientation, Eleanor will push students to self-identify themselves as potential participants in this course. Based on demand, we may put this course on during the spring semester as well.

### **Associate Dean for Education Updates, Eleanor Feingold**

Eleanor provided the committee with an update regarding the changes to the BIOST courses. Rob Krafty will present at the August meeting regarding these courses. Also, there will be a math prep test available through the Grand Rounds CourseWeb shell. The "test" is similar to that given to the incoming HPM students. To accompany the math prep test, there will also be a page on our website with math resources for students.

**Action** – Eleanor to follow up with Program Directors about these changes.

### **Programs for Undergraduates, Cindy Bryce**

Cindy Bryce wanted to share with the committee the two separate options regarding undergraduate programs available to Pitt undergrad students.

- 3-2 program was briefly discussed during the June EPCC meeting. This will allow Pitt undergrads to complete 3 years of undergraduate work, then transition into Pitt Public Health to begin graduate work. Some undergraduate requirements will not be completed by the students, so there will be details that need to be ironed out between the students, Pitt Public Health, and the undergraduate advisor.
- The Guaranteed Admission program is targeted to high-achieving high school students who are interested in Public Health. While these high-achieving students are working toward their undergraduate degree, a guaranteed spot will be held for them in the appropriate incoming Pitt Public Health class. This guarantee is contingent on the student maintaining a high GPA, as well as scoring well on their GRE.

**Action** – Cindy and Eleanor Feingold will email the Program Directors to ask if their program is interested in participating in these two programs.

## **OMET Course Evaluation Question Discussion, Robin Leaf**

Robin Leaf had asked the committee to review the questions that OMET uses on their course evaluations, to see if we wanted to add, remove, or edit any questions.

The committee deemed that some questions were redundant, or unnecessary for capturing information relevant to our school's faculty. The committee also agreed that individual faculty can add questions to their course survey, so collectively we should adapt a less-is-more approach.

**Action** – Robin will share the feedback collected during this meeting with OMET and report back to the committee.

The June meeting minutes were approved.

The meeting was adjourned at 3:30pm by Dr. Documet.

Our next meeting will be September 1, 2016 | From 1-30-3:30 pm in room 110 Parran.