Present: Quinten Brown, Jane Clougherty, Robert Coulter, Ying Ding, Eleanor Feingold, Candace Kammerer, Robin Leaf, Patricia Documet, Wes Rohrer, Joyce Bromberger, Mary Derkach, David Finegold, Varun Sharma, Yue Chen, Marissa Kaplan

Absent: Cindy Bryce

Guests: Anna Volker, Martha Terry, and Mark Roberts

Meeting called to order at 1:30 p.m. by Candace Kammerer, Chair.

New Course: HPM 2108 Professionalism and Career Development, Anna Volker
Anna Volker presented changes to HPM 2108, which focuses on professionalism and career development. The professionalism aspect of this course was previously part of a health systems, course, but based on experience and student interest is being split off and reviewed/revised by the EPCC last year. The new HPM 2108 course will not be capped due to the fact that all 1st year MPH and MHA students are required to take the course. The course is open to students from outside Pitt Public Health as well. In the future, Ms. Volker may reconsider the length of the class.

The EPCC approved the course with recommendation that Ms. Volker change a few verbs in the objectives to represent measurable outcomes, for example, “apply” instead of “understand”.

Action: Robin will send Anna a confirmation letter.

WritePlacer Policy, Martha Terry
All departments noticed issues with their student’s writing skills, so during fall 2014, Pitt Public Health required all new students to take the WritePlacer (WP) exam to identify students with writing deficits. However, the results of the WP exam were not consistent with knowledge of the students’ writing skills. Several faculty heard anecdotes that some students might not have taken the exam seriously. In order to have students give their maximum effort for the WP exam, the MPH committee suggested requiring training for scores <5. Through this discussion, the EPCC committee realized that there was no school-wide resource to deal with student writing deficiencies. Several questions arose from this discussion, such as:

• Should all incoming students take this exam?
• How do we as a school/department enforce this requirement?
• How do we track the completion of this exam?
• Who is to proctor the exam?
• Is the test ESL-friendly?

Action: There are several action items that were developed from this discussion.

• Contact the English Language Institute (ELI) for their WritePlacer exam results for international students, for score comparison.
• Discuss administering the WritePlacer exam to all incoming students during fall 2015, with the aforementioned consequences in place to ensure maximum effort from the students during the exam.
• Members of the EPCC committee will take this discussion back to their respective departments and brainstorm about potential answers to the questions from the meeting. Thoughts/suggestions should be sent to Candy.
• Revisit during the next EPCC meeting.

New Course: EPIDEM XXXX, Global Epidemiology of Vaccines and Vaccinations, Wibert van Panhuis
Dr. Panhuis will present at next month’s EPCC meeting.

New Program: Joint MHA-MBA in Health Policy and Management, Dr. Mark Roberts
HPM and the Katz School of Business propose to restart the joint MHA-MBA in HPM degree program. Previously, this joint program existed, but ended in 1999 in part because the Business School operated on a different calendar. Students who are interested in this program must be accepted into both schools separately. Once that has been done, students will be in the program for 2-3 years, depending on how quickly they want to complete the program. Completing the program in 2 years is not recommended though, because the 3 year track will allow the student to best balance the academic workload, and the real world application of their studies to the professional workplace. Even though the 2 year track is not recommended, it is still possible. There will be no difference between the tuition of the two tracks. Tuition is based on the degree being earned, not the number of semesters enrolled. Dr. Roberts emphasized that the partnership between the two schools is fantastic. Both schools are sharing the responsibilities regarding the curriculum, and the courses available with allow students to have a well-rounded, yet thorough understanding of both business and public health core competencies. The conservative estimate for enrollment will be 8-14 students per year. EPCC approved the Joint Program.

Action: Robin will send Dr. Roberts a confirmation letter.

Follow-up from Pitt HR FSDP workshop on Title IX
Robin and Mary attended the recent Title IX workshop, to learn more about the directive being handed down by Chancellor Gallagher. The Chancellor feels that all students, faculty, and staff should know what is required of them related to Title IX (federal guidelines and Pitt policies), and that options/safeguards are in place for anyone who is experiencing an issue at Pitt. All incoming students to Pitt Public Health will receive a Title IX brochure in their orientation packet, which will provide them with information regarding Title IX, as well as direct them to the Pitt Title IX website. The facilitator of the Title IX workshop was also very receptive to holding this seminar within Pitt Public Health (school-wide, or departmentally).

Review of update on Report on Requirements doctoral form
Mary Derkach will add the IDP information to the form and also wants to streamline the form. She asked for suggestions.

Action: Robin Leaf will send current and (suggested) updated forms to all EPCC members for review.
Action: EPCC members will take the forms to their departments for possible revisions and the committee will discuss at the next meeting.

Ideas for teaching workshops for 2015-16 academic year
Robin asked for suggestions for teaching workshops next year, some suggestions were:

- Case Study Analysis Workshop
  Action: Robin Leaf will send Dr. Rohrer previous number of attendees
- IDP Workshop (How to properly engage students) – Possibly involving Joan Anson
- Cultural Diversity (Departmentally specific)
- Practical Writing from the Instructor/Advisor Standpoint
- Addressing Academic Integrity
- Importance of Faculty/Student Interaction
- Cultural Competencies Workshops
  - Research
  - Teaching
  - Academic Integrity
  Action for a Later Discussion: Patricia suggested the possibility of adding a diversity/cultural competence statement to all Pitt Public Health syllabi.

Courseweb/Blackboard Updates
Robin noted that several changes have been made to Courseweb and she recommends reading the Teaching Tip in the weekly update.

Action: Robin Leaf will also send out teaching tip to EPCC members.

Terms of Service to committee
Joyce and Candy’s terms will be up in August. The committee noted that some departments are not holding elections for the EPCC representative, but rather appointing/nominating individuals. This is not allowed. Elections must be held, and alternative representatives must also be elected. Dr. Martinson will be sending out information school-wide about this.

Approval of April meeting minutes
Approved.

The meeting was adjourned at 3:30 p.m.

The next meeting is June 18, 1:30-3:30 p.m., 110 Parran Hall.

Future items for discussion/ action at upcoming meetings: N/A