

**Graduate School of Public Health
Educational Policies and Curriculum Committee
Meeting Minutes | April 10, 2014**

Present: Marissa Kaplan, Wes Rohrer, Joyce Bromberger, Robert Coulter, Martha Terry, Orrin Tiberi, Eleanor Feingold, Candace Kammerer, Abdus Wahed, Varun Sharma, Cindy Bryce, Mary Derkach, Anil Ojha

Guests: Patricia Documet, Todd Bear, Gerry Barron, Missy Deasy

Absent: David Finegold, Patricia Opresko, Jane Clougherty, Beth Nolan, Howard Degenholtz, Jessica Dornin, Catherine Haggerty, Jeremy Martinson, Zsolt Urban, Ada Youk, Sarah Pugh

Meeting called to order at 1:34 p.m. by Martha Terry.

New Course: BCHS 3030, Measurement in the Social and Behavioral Sciences

Drs. Documet and Bear presented their proposal for a new course, BCHS 3030, *Measurement in the Social and Behavioral Sciences*. The course is designed to fill the gap that currently exists in measurement theory instruction here at Pitt Public Health. The course will be required for PhD students, but is open to masters students as well. The course will be taught in eight two-hour sessions on a bi-weekly basis. The instructors will choose the topic of the final assignment, for uniformity's sake. There were no major objections. Drs. Documet and Bear will teach this course on a bi-weekly basis, gathering student feedback along the way, and will adjust the schedule as necessary. A vote was taken. Dr. Rohrer motioned first. Dr. Bromberger seconded. The motion was carried.

Action: Marissa Kaplan will draft and send approval emails and letters to Drs. Documet and Bear.

Review of the Proposed Curricular Revisions to the HPM MPH Program

Drs. Rohrer and Barron presented the proposed curricular revisions to the HPM MPH program. Among the proposed changes was an increase in the number of course credits to accommodate more electives (this is in response to student feedback).

Action: The EPCC suggests that Drs. Rohrer and Barron decrease the number of required electives that are now included in their proposal. The elective courses that they choose to keep will need to work toward fulfilling the overall competencies of the program. To decide which electives to keep, Drs. Rohrer and Barron may need to compare their proposal to other HPM MPH programs in place at other schools. They must also take into account whether students in this program will be able count elective credits twice. After doing this, they will send Marissa Kaplan a revised program description, which will then be reviewed by the EPCC.

New CourseWeb Training Sessions

Marissa Kaplan announced that CourseWeb training sessions would be taking place on April 22 for all Pitt Public Health faculty, staff, and TA's. There will be a morning session and an evening session.

Action: Interested parties must RSVP to Marissa by April 21.

Approval of March Minutes

Dr. Kammerer motioned first, Dr. Wahed seconded. Motion was carried. March meeting minutes were approved.

Action: Marissa will post the approved meeting minutes online.

Plunge

Dr. Cindy Bryce asked members of the EPCC to send her suggestions for new Plunge events. Plunge is part of new student orientation. She would like to add an event in Braddock, PA, in collaboration with Mayor Fetterman. In particular, she would like students to tour/work at the Free Store or with the New Mothers program that's currently in place in Braddock. Suggestions from the EPCC included incorporating a class that focuses on disability services, making sure a purely social event (e.g. student picnic or barbeque) is included as part of the event, adding a networking workshop, having Plunge participants take part in a year-long service project, and adding a cap on the number of students who can participate in any given Plunge activity to keep the classes interactive.

Action: Further suggestions are welcome and can be sent to Dr. Bryce via email.

Accuplacer/ Writeplacer

A vote was proposed to decide whether or not Pitt Public Health is going to integrate Accuplacer into the orientation program for the coming fall term students. Dr. Kammerer motioned first. Dr. Bromberger seconded. The motion was carried.

Action: Dr. Feingold will prepare a document to present at the next Council meeting.

The meeting was adjourned at 3:25 p.m.

The next meeting is Thursday, May 8, 1:30-3:30p.m., 110 Parran Hall.

Future items for discussion/ action at upcoming meetings: Review of Core Course Evaluations from Fall 2013; Student Survey Results; and the Instructor's Manual.