

**Graduate School of Public Health
Educational Policies and Curriculum Committee
Meeting Minutes | February 1, 2018**

Present: Yue Chen, Mary Derkach, Ying Ding, Julia Driessen, Jim Fabisiak, David Finegold, Nancy Glynn, Robin Leaf, MonaLisa Leung Beckford, Kimmy Rehak, and John Shaffer.

The meeting was called to order at 1:33pm by Dr. Patricia Documet, chair.

April EPCC meeting change

As the April meeting time conflicts with Dean's Day poster sessions, the meeting was moved up a week to March 29. The committee approved this change of meeting date.

Preproposal from BIOST department regarding changes to BIOST courses | Rob Krafty

Dr. Rob Krafty presented a preproposal for intended changes to the biostatistics curriculum. As these changes will impact other programs, the department wanted to communicate the proposed changes before beginning to enact them. Issues with BIOST 2041 in fall 2017 was one impetus for these curricular changes. These issues were caused by several factors, including a group of students with mixed abilities and a class size over 160 students. BIOST 2041 is expected to change to be more for applied practitioners. The department intends to create a new course intended for biostatistics students, currently referred to as "2041B," which will feature more calculus-based examples. The department intends to phase out BIOST 2042 and replace it with an applied regression course. BIOST 2011 will continue to be offered mostly to teach students how to interpret statistical data. Rob also mentioned that the biostatistics department is trying to hire public health-track faculty to teach both biostatistics.

The large class size of BIOST 2041 in fall 2017 prompted a larger conversation about large class sizes at the school and their implications. Not only can having classes with 120+ students make teaching and learning difficult but the school might also want to consider what having large classes does to its reputation. One suggestion that was made to reduce the number of students in BIOST 2041 (in addition to the creation of the BIOST 2041B class which would reduce that number by approximately 20 students) is to look at if there are any degree programs whose students are struggling in the current BIOST 2041 curriculum and considering requiring its students to take BIOST 2011 instead. Another suggestion was to create new sections for courses with large enrollments, but the committee agreed that compensation and percent effort for departments and instructors should be transparent.

ACTION: Dr. Patricia Documet, committee chair, will compose a memorandum to send to Dr. Jessica Burke, Associate Dean of Education, informing of the committee's concerns regarding classes with large enrollments, including how large class sizes make teaching and learning difficult, that the school consider what having large classes does to its reputation and whether opening new sections of larger courses would be a viable solution.

Update on administering mid-term evaluations | Kimberly Rehak

Kimberly Rehak distributed a teaching tip about administering mid-term evaluations that the committee will consider adding as a resource for faculty on the EPCC website.

ACTION: The committee will look at the teaching tip as well as the teaching and advising resources on the web at: <http://publichealth.pitt.edu/home/academics/resources-for-teaching-learning/teaching-advising-resources> to discuss at the next EPCC committee meeting.

Approval of January Meeting Minutes | All

January minutes were approved.

The meeting was adjourned at 2:30pm.

Upcoming meetings:

March 1, 1:30-3:30pm, room 1149 Parran Hall | NOTE: Deadline for modifications to fall 2018 courses

March 29, 1, 1:30-3:30pm, room 1149 Parran Hall