

**Graduate School of Public Health
Educational Policies and Curriculum Committee
Meeting Minutes | July 26, 2018**

Present: Jessica Burke, Mary Derkach, Ying Ding, Patricia Documet, John Fabisiak, Nancy Glynn, Summer Haston, Robin Leaf, Josh Mattila, Giovanna Rappocciolo, Kimmy Rehak, and Zsolt Urban.

The meeting was called to order at 2:03pm by Dr. Patricia Documet, chair.

Report from the MPH Committee | Martha Terry

Dr. Martha Terry informed the committee of the recent work of the MPH subcommittee, including the new and revised courses for the MPH core curriculum that came through the EPCC committee for approval; revised practicum forms that include a learning agreement, deliverables and ways to evaluate said deliverables; and plans to pilot the new e-Portfolio system, with a group from BCHS.

ACTION: No action necessary.

Welcome and update to new committee members | Patricia and Robin

New members, Giovanna Rappocciolo and Josh Mattila, primary and back-up representatives, respectively, from IDM were officially welcomed to the committee.

ACTION: No action necessary.

Review of spring core course evaluations | Patricia

Core faculty members looked at the core course evaluations from the spring semester. Jessie Burke commented that PUBHLT 2016 evaluation scores are consistently lower than the school averages but suggested that the recent changes to the course content

ACTION: No action necessary.

Proposed revision and discussion to the school required academic integrity statement for syllabi | Patricia and Robin

In the past, the required academic integrity statement gave the option to use one of two statements or a customized one. The committee decided to come up with a mandatory academic integrity statement that faculty could add additional text to if they wish. Effective immediately, the academic integrity statement is required to be on all syllabi for classes in fall 2018.

ACTION: Robin Leaf will update the academic integrity statement and disseminate the revised policy.

Proposed revision and discussion to the duties of EPCC members | Patricia and Robin

Whether or not to require additional duties of EPCC members was discussed with additions including: updating their department of EPCC deadlines, looking at syllabi their department colleagues submit to EPCC before they are submitted, and communicating with student

advisors in the event of a student being named in the private student record review sessions. Dr. Nancy Glynn also asked that EPCC representatives be copied in any correspondence regarding EPCC actions to programs or courses in their department.

ACTION: The committee approved the additional duties. Educational Programs staff to update the duties on the EPCC Web site. Moving forward, EPCC representatives will be copied on responses to applications from their department.

Update and discussion on test optional policies, including recent ASPPH webinar on holistic admissions | Patricia and Robin

The committee revisited past discussion on dropping the GRE requirement for admissions, which was prompted by a report about test optional admissions procedures released earlier in this year (2018). Dr. Patricia Documet summarized the report, stating that it seemed a bit one-sided in favor for dropping standardized tests in an effort to boost admissions of underrepresented minorities into graduate programs and, in turn, add more diversity to the school. A few committee members reported on an ASPPH webinar that encouraged a holistic admissions process, which most representatives said their departments already follow. No changes were suggested at this time. The school requires the GRE, but the departments set the threshold; and everyone agreed that they did not want to admit students who are unable to do the required of them, which the GRE is meant to help to predict.

ACTION: Robin Leaf will keep an eye out for peer-reviewed studies on this topic and will circulate the report previously sent to the Dean. EPCC committee members will go to their departments to get a sense on where they stand on dropping the GRE requirement and report later.

Update on university student government board approved using open texts | Jessie Burke

Dr. Jessie Burke informed the committee that the university Student Government Board passed a resolution supporting the use of open texts as a way to have less expensive resources available for students.

ACTION: Representatives were to survey department colleagues to see how many classes require one text only, how many texts are required versus optional, etc. and report to the committee at the next EPCC meeting.

Approval of June 7 Meeting Minutes | All

Provided that the times to the July meeting are changed, the committee approved the June meeting minutes.

The meeting was adjourned at 3:24pm

Upcoming meetings | Fall term schedule:

September 6 [1:30-3:30 p.m.] – 1149 Public Health

October 4 [1:30-3:30 p.m.] – 1149 Public Health

November 1 [1:30-3:30 p.m.] – 1149 Public Health

December 6 [1:30-3:30 p.m.] – 1149 Pitt Public Health

Upcoming Deadlines:

Deadlines for Spring 2019 (2194) Courses

- Modified Courses | Last EPCC meeting date, October 4 for approvals, with EPCC forms and syllabus due by September 27. Official paperwork due to Office of Student Affairs by October 18 for Registrar's Office deadline
- New Courses | Last EPCC Meeting date, December 6 for approvals, with EPCC forms and syllabus due by November 29. Official paperwork due to Office of Student Affairs by December 14 for Registrar's Office deadline.