

**Graduate School of Public Health**  
***Educational Policies and Curriculum Committee***  
**Meeting Minutes | November 3, 2016**

Present: Gerry Barron, Quinten Brown, Yue Chen, Cindy Bryce, Mary Derkach, Ying Ding, Patricia Documet, Jim Fabisiak, Eleanor Feingold, Nancy Glynn, Emmy Hackshaw, Robin Leaf, Sarah Minion, John Shaffer

Absent: Julia Driessen, David Finegold

Guest: Kelly Stefano Cole, Giovanna Rappocciolo

The meeting was called to order at 1:31pm by Dr. Patricia Documet, Chair.

**CEPH Revised Criteria, Eleanor Feingold**

Dr. Feingold led off the meeting by discussing the new CEPH revised criteria. Most of the faculty on the committee heard about this at the Annual Faculty Retreat. There were no real surprises with the revised criteria. CEPH does want the implementation of our school's curriculum rollout by January 2018. That timeline does not make sense for our school, so this will need to be in place by the fall of 2017.

There will be plenty of discussion regarding the CEPH revised criteria in the upcoming EPCC and MPH Committee meetings.

**Spring Writing Course, Eleanor Feingold**

Dr. Feingold continued the discussion with our next topic; whether we want to hold our new writing course in the spring? There has been modest interest from the students (enrollment not as high as expected, but not too low), and the instructor has enjoyed teaching the class.

**Action** – Robin Leaf will obtain feedback from the students who are enrolled in the current class.

Members of the committee still expressed interest in the development of a scientific-focused writing class.

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

- Asked that committee members make sure they are taking information discussed at EPCC back to their respective departments.

## **New Course – IDM XXXX | Title TBD, Giovanna Rappocciolo and Kelly Stefano Cole**

Drs. Giovanna Rappocciolo and Kelly Stefano Cole were guest to EPCC, to present a new IDM course to the committee. This course has been offered as part of a certificate program by the School of Medicine. Due to the popularity of this course with IDM students, Dr. Burke has asked that this course be re-invented as a Pitt Public Health course. This paper-driven/paper-discussion course will focus on Immunology, and will be led by a series of guest faculty. Students taking this course should have a solid background in Immunology, which is why the course has a pre-req.

**Action** – Information regarding the option to test out of the pre-req course should be added to the course form.

**Action** – Information regarding office hours (by appointment) need to be added to the syllabus.

**Action** – The committee suggested that the course grading scale be revised.

**Action** – The committee suggested that the course description from the syllabus be used for the catalog description as well.

**Action** – Quinten Brown will send Drs. Rappocciolo and Stefano Cole their approval letter from EPCC.

## **Approve October Meeting Minutes, All**

- Room location incorrect
- Date for next meeting incorrect

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

Our next meeting will be December 1, 2016 | From 1-30-3:30 pm in room 4128 Parran Hall.