

**Graduate School of Public Health**  
**Educational Policies and Curriculum Committee**  
**Meeting Minutes | June 18, 2015**

Present: Quinten Brown, Robert Coulter, Andriy Bandos, Eleanor Feingold, Candace Kammerer, Robin Leaf, Patricia Documet, Joyce Bromberger, Mary Derkach, David Finegold, Varun Sharma, Yue Chen

Absent: Cindy Bryce, Jane Clougherty, Ying Ding, Patricia Documet and Wes Rohrer

Guests: Wilbert van Panhuis, Joan Anson, and Todd Reinhart

Meeting called to order at 1:31 p.m. by Candace Kammerer, Chair.

**New Course: EPIDEM XXXX Global Epidemiology of Vaccines and Vaccination, Wilbert van Panhuis**

Wilbert van Panhuis proposed a Global Epidemiology of Vaccines and Vaccination course to the EPCC members. The idea for this new course began as a request from Dean Burke, because of the vaccination research being done in Pittsburgh. This course will enhance the Pitt Public Health's curriculum and also include a tie to the global health perspective. The four major themes will be: Immunology, types of vaccines, epidemiology component, and vaccination programs. The EPCC members requested that Wilbert reduce the length of the course description and also modify the objectives to represent measurable outcomes. The course was approved with the above comments.

Action: Quinten will send Wilbert a confirmation letter.

Action: Robin will send Wilbert a weblink for Bloom's Taxonomy

**Course Modification (credit change): IDM 2420 Experimental Virology, Todd Reinhart**

Todd Reinhart, the co-instructor for IDM 2420, presented a request to increase the number of credit hours from 1 hour to 2 hours in part because discussions of the material were always running over the allotted time for the class. The students enjoyed the discussions and felt that they were really learning the material, but the allotted time was too short.

The EPCC members requested that learning objectives for IDM 2420 be developed (currently, there are none listed). These course learning objectives may need to be tied to program competencies in the future.

EPCC approved the course with the above stipulation to develop learning objectives for the course and provide a new syllabus with the objectives to EPCC.

**Minor Course Modification (title and description): BCHS 2999 Modeling Collective Behavior**

The committee reviewed the requested course title and description modifications and had no comments.

### **Etiquette Dinner/Career Services Information, Joan Anson**

Joan Anson was a guest to the EPCC meeting, to continue the discussion related to the Etiquette Dinner, and other Career Services matters. No new information was discussed regarding the Etiquette Dinner, but the student representatives for EPCC felt that the dinner was a great idea, and a useful exercise.

Joan then moved the discussion towards Don't Cancel that Class. In a nutshell, in the event that an instructor needs to be absent from a scheduled class, Joan would be happy to conduct a career services presentation for the students. This presentation would provide valuable information to the students, while also publicizing the Office of Career Services. Career Services have presentations ready to go, so little notice is needed. With some collaboration between the instructor and Joan, a tailor-made presentation could be created based on the audience. Joan wanted to inform the group of the options they have at their disposal. Interested parties should contact Career Services.

Finally, Joan discussed PittSource. All student employment opportunities for jobs on campus are now advertised on PittSource. If faculty and staff have other employment opportunities for graduating students (through their network, outside of the university, etc.), these notices should still be sent to Joan to post on Pitt Bridges. Joan also mentioned that Pitt Bridges will be going through some renovations this summer, and the new and improved version will be much better.

### **Diversity Statement on Course Syllabi, Robin Leaf**

Robin continued a discussion that began in May regarding the possibility of adding a diversity statement to course syllabi. In the meeting materials packet, Robin included several examples of diversity statements from other institutions. The committee felt that uniformity would be key to developing a concise statement. Patricia was the committee member who first had this idea, and she was absent from the June meeting. Therefore, the committee tabled this discussion until July.

Action: Please send your thoughts/ideas regarding the diversity statement to the Educational Programs Staff (Robin and/or Quinten)

Action: Varun will send the wording of a diversity statement from a previous class to the committee.

### **Academic Integrity/Plagiarism and Cultural Competence Workshop, Quinten Brown**

Quinten discussed the development of an Academic Integrity/Plagiarism and Cultural Competence workshop by the Office of International Services (OIS).

Background – Marissa Kaplan brought to the attention of the Educational Programs Staff the development of a workshop by OIS. This workshop is being developed due to the fact that several schools/departments from throughout the university were turning to OIS to assist in dealing with academic integrity issues with international students.

Quinten spoke to a Ms. Sara Jones from OIS. She confirmed that a workshop was being developed with the assistance of CIDDE, and the Health Sciences Library. The workshop is not available yet, but Ms. Jones said she would keep Quinten informed of its progress.

### **Counseling Center Presentation Re-Cap, Candy Kammerer, Mary Derkach, and Robin Leaf**

Candy, Mary, and Robin provided the committee with a synopsis from the Counseling Center presentation. The presentation gave an overview of the resources available to students, and how faculty and staff should handle certain situations. The presenter was also very candid about the recent shortcomings of the Counseling Center. She assured the group that the appropriate steps were being taken to properly staff the center, and hoped that more improvements would follow.

### **Approval of May meeting minutes**

Approved.

### **Review of update on Report on Requirements doctoral form**

The committee requested that Mary Derkach include "track changes" on the RoR form, so that members could see what was being changed. The committee felt that the IDP language still needed work. Mary will continue to work on the form, and this discussion will continue at a later meeting.

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

The next meeting is July 9, 1:30-3:30p.m., 110 Parran Hall.

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