

Graduate School of Public Health
Educational Policies and Curriculum Committee
Meeting Minutes | August 4, 2016

Present: Quinten Brown, Yue Chen, Mary Derkach, Ying Ding, Patricia Documet, Julia Driessen, Eleanor Feingold, David Finegold, Nancy Glynn, Robin Leaf, John Shaffer

Absent: Cindy Bryce, Melanie Callahan, Jane Clougherty, Kathleen Creppage, Hristina Denic, Taru Gupta

Guest: Steve Fine, Rob Krafty, Jeanette Trauth

The meeting was called to order at 1:32pm by Dr. Patricia Documet, Chair.

New Course: PUBHLT XXXX – Techniques for Professional Writing, Steve Fine

Steve Fine returned to EPCC to continue the discussion regarding the creation of a new professional writing course. In July, he was granted provisional approval, and the August discussion focused on providing feedback for the course syllabus.

Action – The committee felt that the assignment section needed to be updated. Committee members are to reach out to their networks for possible assignment examples and scenarios.

Action – Mr. Fine was instructed by the committee to provide a grading scale breakdown in words.

Action – Mr. Fine was instructed by the committee to reword the course learning objectives. Active learning objective verbs are needed to properly communicate the course learning objectives.

Modified Course: BCHS 3888 – Preparation for Comprehensive Exam, Jeanette Trauth

Jeanette Trauth was the next presenter to EPCC. She brought a course modification to the committee, involving the number of credit hours for BCHS 3888. Specifically, the proposed change is to go from a 3-credit course, to a 1-3 variable credit course. With BCHS 3888 being an independent study course, the change in credits will provide students with scheduling flexibility, in a non-cost prohibitive manner.

Action – The committee approved this modification.

Modified Course: BIOST 2011 – Principles of Statistical Reasoning, Rob Krafty

Rob Krafty returned to EPCC to continue the discussion regarding the overhaul of several BIOST courses. BIOST 2011 was the first course to be discussed. The revamp 2011 will be geared toward the Social Sciences, focusing on theories and concepts. As it was previously

noted, this discussion had been on-going, so the committee was well-aware of these changes. The committee had a couple of questions regarding this course.

One question involved whether the course would have a recitation? Dr. Krafty informed the committee that students will need to enroll in the course recitation, but attendance is not required.

Together, Dr. Krafty and the committee had questions regarding when the course description in the course catalog could be updated.

Action – Mary Derkach will check on this issue.

Action – The committee wanted some items revised in the syllabus. Some minor typos were discovered, which Dr. Krafty stated he would fix immediately. Also, Dr. Krafty was instructed by the committee to reword the course learning objectives. Active learning objective verbs are needed to properly communicate the course learning objectives.

Modified Course: BIOST 2041 – Introduction to Statistical Methods I, Rob Krafty

Dr. Krafty also discussed BIOST 2041 again with the committee. He notified the committee that John Wilson, former Pitt Public Health professor, will be serving as the instructor for this course. This course, unlike BIOST 2011, will go into more depth regarding the application of statistical methods in a real-world sense. Also, Dr. Krafty explained the BIOST 2042 will be a continuation of BIOST 2041, but not a required course (2041 & 2042 were companion courses previously).

The committee recommended that Dr. Krafty make the following changes to the BIOST 2041 syllabus:

Action – The course inventory needs to be updated.

Action – The syllabus is also missing the diversity statement.

Associate Dean for Education Updates, Eleanor Feingold

- The committee discussed potentially modifying the GRE TOEFL requirement, but decided to keep as is (Applicant must take TOEFL unless they have advanced degree)
- Also decided to waive TOEFL for applicants receiving a bachelor's degree in the US

Approve July Meeting Minutes, All

Approved.A

The meeting was adjourned at 2:52pm by Dr. Documet.

Our next meeting will be September 1, 2016 | From 1-30-3:30 pm in room 110 Parran.