

**Graduate School of Public Health
Educational Policies and Curriculum Committee
Meeting Minutes | May 7, 2020**

Present: Cindy Bryce, Jessica Burke, Mary Derkach, Ying Ding, Patricia Documet, Jim Fabisiak, David Feingold, Nancy Glynn, Robin Leaf, Karrie Lukin, Susanna Qiao, Giovanna Rappocciolo, Kimberly Rehak, John Shaffer, Elizabeth Van Nostrand, and Yi-Chuan Yu

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

Educational Updates, Jessica Burke

Dr. Jessica Burke stated that summer practicum experiences should be remote if at all possible and that an exemption process has been established for practica with unavoidable in-person components.

Due to the uncertainty of the pandemic and its impact on the fall term, Jessie informed the committee that university working groups are meeting to come to programming decisions and that the school is working to ensure that academic programming is to retain its high standard. More formal updates are expected by the end of May.

ACTION: Jessie will inform the committee on any updates.

Committee Bylaws, All [vote required]

Robin Leaf reported on changes made to the EPCC committee bylaws, including the charge of the committee, the roles of committee members, and replacing names and titles with general descriptions to allow for flexibility in the future. Dr. Cindy Bryce asked if some flexibility regarding the student representatives' terms could be added to the bylaws. Susanna Qiao, the current doctoral-level EPCC representative, mentioned that she had benefitted from talking with the alternate doctoral-level representative at the start of her term as she (Jess Graves) was able to provide insights gleaned from a year's experience on the EPCC committee. Yi-chuan Yi, the current master's-level EPCC representative, said that while overlapping the terms of student representatives would be helpful, it might be more difficult to implement for master's level students. Committee members agreed that the language around student representative terms could be generalized.

ACTION: Robin will incorporate languages changes regarding the student representatives and will distribute the bylaws for a formal vote via email.

New course, PUBHLT XXXX: FRED: Agent Based Modeling for Social Determinants of Health, Don Burke (EPIDEM) and John Cordier (HPM) [vote required]

Dr. Don Burke and John Cordier presented an application for a new course that they taught as a 1-credit special studies in fall 2019 and now plan to continue as a formal 2-credit course in which students learn how to use the FRED simulation platform to model social determinants of health. As this platform is designed for non-computer scientists, they think this course will appeal to not only epidemiologists but also students specializing in social and behavior sciences—which is why it is slated to be a PUBHLT course. Committee members noticed that the courses did not meet the credit hour requirement and asked why they decided to add the extra credit. Don said students needed more time to create models in FRED. Dr. Nancy Glynn asked what would happen to the four students who already registered for the course as a 1-credit special studies in fall 2020. John said the students who took the special studies in fall 2019 thought the course was a lot of work for 1 credit and so they thought to implement the student feedback by making the formal course 2 credits. The committee discussed meeting time

options that would help to satisfy the 2-credit hour requirement, including staggering meeting times or compressing the didactic portion of the course in the first half of the term.

ACTION: The committee members voted to approve this course provided that Dr. Burke and Mr. Cordier fix the typo in the first Learning Objective and update the material and meeting times to satisfy the 2-credit requirement.

Approval of March 26 (for April), 2020 Meeting Minutes, All [vote required]

ACTION: The committee approved the March 26 (for April), 2020 minutes.

New Course, EOH XXXX: Epigenetics and Epigenomics of Environmental Health, Nesta Bortey-Sam & Dr Wan-Yee Tang [vote required]

Drs. Nesta Bortey-Sam and Wan-Yee Tang presented an application for a new course that focuses on epigenetics in environmental health that will be offered in spring 2021. They plan to have discussion component as well as a hands-on component of the course in which students will use online data for epigenetic study. The course's target audience includes EOH master's students and students with a molecular science background. With regards to the latter, Dr. John Shaffer said that he believed some HUGEN students, especially students earning a PhD in Human Genetics would be interested in the course and asked how necessary having EOH pre-requisite courses would be. Wan-Yee said that if they could determine if a student had a sufficient background in molecular biology. Dr. Jim Fabisiak added that they would be likely to find some substitute for the molecular pre-requisite in a gene transcription or gene translation course and followed up with a question on whether there would be a wet lab component to this course or if all analyses would be performed on the computer. Wan-Yee answered that they focus on walking the students through how to find information on databases to find publicly-available data for research into the epigenetics for environmental diseases.

ACTION: The committee members voted to approve this course.

New course, BOST 2069: Statistical and Computational Methods for Omics Data Analysis, George Tseng [vote required]

Dr. George Tseng presented an application for a new 2-credit course, BOST 2069: *Statistical and Computational Methods for Omics Data Analysis* that was created to accommodate changes that had occurred to the Biostatistics curriculum (namely, BOST 2055) due to the addition of two new master's-level areas of concentration in Biostatistics. This course will provide hands-on training for master's-level students and early PhD students and will be required for second-year MS students in Statistical and Computational Genomics (SCG) and will serve as an elective for the Health Data Science area of concentration. Dr. John Shaffer asked if HUGEN students who did not complete the BOST 2043 about the pre-requisite requirement would still be allowed to enroll for this class, and George said that they would be able to.

ACTION: The committee members voted to approve this course.

Requirements and Guidance for Remote Course Syllabi, All [vote required]

Robin Leaf shared a document that she created that serves as a guide for what instructors should include in their syllabi with regards to remote instruction. She asked the committee members to review and provide input as to whether the document should be policy, or required, or used as a guidance for syllabi review.

Dr. John Shaffer said that if it would require a vote, then he thought some of the requirements should be laxed. He also stated that he was not sure if asynchronous should be the preferred

method when looking forward to the fall 2020 semester. Dr. Patricia Documet said that perhaps the committee could call this a guidance document. The committee members discussed the information related to accessibility, and Dr. Jessica Burke stressed the accessibility updates are needed across the board but are more prevalent in remote course content delivery.

ACTION: Robin will make the changes suggested by the committee members and post the guidance document in the *Things to Know* newsletter and on the Teaching and Advising and EPCC Web pages.

GRE Documentation Update, All

ACTION: Robin Leaf will distribute the document to the committee members who will vote on it via e-mail prior to the May 2020 Pitt Public Health Council meeting.

The meeting was adjourned at 3:30pm.

Upcoming Meeting(s):

June 4, 1:30-3:30pm

July 30, 1:30-3:30pm | Fall 2020 new course proposals due to Student Affairs by August 10, 2020