

Graduate School of Public Health
Educational Policies and Curriculum Committee
Meeting Minutes | May 3, 2018

Present: Jessica Burke, Yue Chen, Mary Derkach, Ying Ding, Julia Driessen, Jim Fabisiak, David Finegold, Nancy Glynn, Summer Haston, Robin Leaf, Kimmy Rehak, and John Shaffer.

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

New Course: EPIDEM XXXX *Applied Epidemiology Field Investigation Methods* | Lauren Orkis

Dr. Orkis presented an application for a new course that's purpose is to orient students to urgent public health field issues and specific methods that would be utilized in the cases of infectious outbreak, including: surveillance, data collection, interviewing skills, and so on. This class should introduce students to applied epidemiology skills to use in non-academic settings and would feature guest lectures in the second half of the course.

ACTION: The committee approved the course with changes that included settling on a course name and assigning 100% effort to the instructor.

New Course: EPIDEM XXXX *Advanced Topics in Molecular Epidemiology* | Jennifer Adibi

Dr. Adibi presented an application for a new course meant to replace EPIDEM 2601. The former, a three-credit, doctoral-level class, was cancelled due to low enrollment, and is to be replaced by a one-credit, half-semester course. This course aims to get students into the lab by providing demonstrations on eight practical topics. The committee expressed concern that EPIDEM 2600 pre-requisite requirement would result in another course with low enrollment and it was suggested that students with relevant lab experience could get approval from the instructor to take this course. A question about the Learning Objectives was also raised as a number of them did not include measurable, active verbs.

ACTION: The committee conditionally approved the course, provided that Dr. Adibi can present changes to the syllabus at the June 7, 2018 EPCC meeting. These changes include: unpacking the active participation requirement by including a discrete and explicit description of criteria for grading, considering a lowering of the participation percentage and an increasing of the weighting for assignments, including more details about the assignments and metrics for how assessments will be graded on the syllabus, modifying the course Learning Objectives to comply with measureable outcomes, changing the class time to one hour and fifty minutes to satisfy the one credit hour designation, having a new class number assigned, and considering a removal of the EPIDEM 2600 pre-requisite requirement to open up this course to qualified students from other departments.

New Course Revisit: IDM XXXX *Scientific Communication* | Josh Mattila

Dr. Josh Mattila revisited the committee to present an updated syllabus that was first presented at the March 29 (for April) 2018 EPCC meeting. He explained that, as requested, he had capped the class size and had decided to set the limit at 20 students in order to allow for a reasonable workload with regards to grading student writing submissions. Other changes to the

syllabus included: adding assignments, lengthening class time to one hour and fifty minutes, and clarifying in-class and out-of-class assignments. The class participation grade—70% of the overall course grade—was questioned and Dr. Mattila explained that he had planned to calculate the grade by having students give feedback and self-evaluate their works.

ACTION: No action needed. The committee did require that a follow up email be sent specifying that Dr. Mattila consider unpacking the participation requirement by including a discrete and explicit description of criteria for grading, considering a lowering of the participation percentage and an increasing of the weighting for assignments, and adding an active verb to make Learning Objective #2 measureable.

Approval of March 29 (for April) Meeting Minutes | All

The Committee approved the March 29 (for April) meeting minutes.

The meeting was adjourned at 2:57 p.m.

Upcoming meetings:

June 7, 1:30-3:30pm, room 1149

July 26, 1:30-3:30pm, room 1149 | Deadline for new fall 2018 courses