

**Graduate School of Public Health  
Educational Policies and Curriculum Committee  
July 29, 2021 | 1:30-3:30pm**

Present: Andriy Bandos, Kevin Broom, Jessica Burke, Michael Dolinger, Jim Fabisiak, Elizabeth Felter, David Finegold, Nancy Glynn, Robin Leaf, Josh Mattila, Ryan Minster, Giovanna Rappocciolo, Kimberly Rehak, John Shaffer, and Elsa Strotmeyer.

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

**1. Report from MPH Sub-Committee, Martha Terry**

The MPH report did not take place and was postponed until the September 2021 meeting.

**2. Curriculum Plan Change to MHA/MBA, Kevin Broom**

Dr. Kevin Broom presented curriculum changes for the MHA/MBA dual degree program. Effective fall 2021, the changes originated from the Katz Business School MBA program and include a change from total credits of the dual degree from 78 to 73 credits, a reduction from 3 to 1.5 credits of the MBA capstone course, and 3.5 fewer MBA elective credits.

Neither the MHA program competencies nor CAMI accreditation were affected.

**ACTION:** No action necessary as changes were from the Katz School of Business, which is out of the EPCC jurisdiction.

**3. Discussion: EPCC Chair Duties, John Shaffer**

With the election for a new EPCC chair in the September 2021 meeting, Dr. John Shaffer detailed a list of duties of the roles and responsibilities of the chair of the EPCC committee, including what the duty involves pre-meeting, during meetings (e.g., getting student representative opinions involved in discussions) and after meetings along with work that happens outside of the committee meeting times, including helping with forms, processes, applications, feedback on applications.

Dr. Jessica Burke mentioned that with Robin Leaf's departure as the EPCC committee's staff liaison, the new chair will need to investigate the duties required of dean's office in terms of staff support.

**ACTION:** No action necessary.

**New Course: PUBHLT 0340 Fundamentals of Health Policy and Management, Tina Hershey [vote required]**

Tina Hershey presented an application for a new 3-credit Tier 2 course for the BSPH program that aims to provide a framework for understanding the economic pieces of healthcare systems, law and politics, how policies are made, etc. The course is responsible for domain D.10 of the CEPH BSPH domains.

Dr. Kevin Broom mentioned that there many iterations of course names in the Tier 2 courses and asked which was the correct naming convention. Tina explained that there was a little debate about the course name, including whether to include "management", but they can .

**ACTION:** The committee voted to approve the course with the recommendation that Tina Hershey work with the Dean's office staff to change the name of Fundamentals to Introduction for future iterations of the course.

**New Course: PUBHLT 0320 Introduction to Environmental Health Sciences, Aaron Barchowsky and Nesta-Bortey-Sam [vote required]**

Dr. Nesta Bortey-Sam presented an application for a new 3-credit Tier 2 course for the BSPH program meant to focus on concepts fundamental concepts of population-level environmental health, occupational health, and risk assessment, as well as provide basic understanding of how specific and common environmental processes, exposures, agents, and disparities influence disease burden and progression.

Committee members had questions related to the prerequisites for the course, whether Fundamentals would meet the requirements for prior coursework, and if first-year students would be expected to have toxicology, chemistry, or biology prerequisites. Dr. Bortey-Sam said that they were working under the assumption that students could one of those classes in their first term since this is a spring course. However, Dr. Bortey-Sam did mention that expecting students to take a toxicology course in that first term be a tricky.

There was also a bit of concern related to the numerous TBDs on the schedule and the four of instructors listed. Committee members asked for clarification on whether TBD slots would be filled with guest lecturers or by instructors as well as the main instructor for the course.

Dr. Bortey-Sam added that he planned to hold recitations where he can go over some of the guest lecturers' content. Also, Dr. Jessica Burke said that she would get a formal answer for a question about distinction between a co-instructor vs. guest lecturer, but she did mention that all departments handle that situation differently.

**ACTION:** The committee voted to conditionally approve the course after Dr. Bortey-Sam resubmits the syllabus for an additional EPCC review after selecting a textbook for the course and clarifying that Fundamentals of Public Health will meet the requirement for prior coursework along with the roles of the four instructors and guest lecturers for TBD sessions

**UPDATE:** Dr. Bortey-Sam has submitted the updated syllabus that will be circulated at the September 2021 EPCC meeting.

**New Course: PUBHLT 2001 Developing A Global Health Case Study for Competition, Cyndy Salter and Helena VonVille**

Dr. Cyndy Salter and Helena VonVille presented an application for a new 1-credit course for the Global Health Certificate Program. They explained that rather than borrowing case studies from other schools, they wanted to eventually create new case studies to have students complete secondary research to select and develop a Global Health case study about a global public health problem in a specific country context.

Dr. Elizabeth Felter asked if there were planned accommodations for students who were sick, especially as this is a condensed course and students are expected to work in a group environment. She also asked how the students would be assessed, especially as learning objectives #2 and #5 did not seem to have measurable verbs.

Dr. Elsa Strotmeyer asked if the list of competencies needed to be included in the syllabus since this is not a core course.

**ACTION:** The committee voted to approve the course after Dr. Salter resubmits the syllabus after adding a new title for the doctoral students listed as a co-instructor, remove the CEPH competencies from the syllabus, and to revisit course objectives #2 and #5 to make them more clearly assessable.

**Discussion: Accommodations for Student Absences (post-COVID), All**

Committee members had a brief discussion related to accommodations for student absences including options for receiving missed class information due to this potential illness.

## **Approval of June and July 8 Meeting Minutes, All**

**ACTION:** The committee voted to approve the minutes from the June 2021 and ad-hoc July 8, 2021 meeting minutes.

## **Confirmation of Fall Committee Schedule, All**

The fall 2021 schedule was set for 1:30-3:30pm on the first Thursday of the month, including September 2, October 7, November 4, and December 2.

The meeting was adjourned at 3:21pm.

## **Upcoming EPCC Meetings & Deadlines**

SEPT 2, OCT 7, NOV 4, and DEC 2 from 1:30-3:30pm