

**Graduate School of Public Health  
Educational Policies and Curriculum Committee  
January 7, 2021 | 1:30-3:30pm**

Present: Andriy Bandos, Cindy Bryce, Jessica Burke, Michael Dolinger, Jim Fabisiak, Eleanor Feingold, Elizabeth Felter, David Finegold, Tiffany Gary-Webb, Nancy Glynn, Robin Leaf, Josh Mattila, Susanna Qiao, Giovanna Rappocciolo, Kimberly Rehak, John Shaffer, Elizabeth Van Nostrand, and Yi-Chuan Yu.

The meeting was called to order at 1:30pm by Dr. John Shaffer, chair.

**Modified Course: BCHS 2600, *Harm Reduction Approaches in Health and Public Health Settings*, Mary Hawk [vote required]**

Dr. Mary Hawk presented an application for a modified course due to a reduction in credit hours from 1.5 to 1 for BCHS 2600: *Harm Reduction Approaches in Health and Public Health Settings*. This half-term course will be held in the second half of the fall 2021 term. The change in credit hours was motivated by student feedback that suggested a 1-credit course is easier to schedule than a 1.5 credit course, which could, in turn, make the topic of harm reduction accessible to more students. Dr. Hawk explained that to accommodate the reduction of credits she and her decided to drop an assignment and a week's worth of recorded content.

Dr. Nancy Glynn asked if the course might be added to the Certificate in Health Equity, and Dr. Hawk said that she could meet with the certificate director to discuss that possibility. An additional issue was the amount of class time needed to satisfy the 15 necessary credit hours. The class would have to be redistributed 3 hours across 5 weeks or 2-hour classes across 7 weeks. Due to the discussion-based nature of the course, the assignments would not need altering.

**ACTION:** The committee voted to approve the course provided that the change in credit hours is incorporated in the syllabus and recommended the 2-hour classes across 7 weeks option.

(Updated syllabus not received as of 1/29/2021.)

**Review of Core Course Fall Evaluations, All**

The core course evaluations for the Fall 2020 term are consistent with past semesters although the response rates remain low. There was a mix of student responses related to teacher effectiveness, but one recommendation was that students liked having time to work on group projects in dedicated class time. Dr. John Shaffer asked if there were any takeaways that could be shared to spring instructors and Dr. Jessie Burke said that she would compile a list for distribution.

**ACTION:** Dr. Jessie Burke will compile a list of takeaways for distribution to faculty teaching in Spring 2021.

**Revision of EPCC Bylaws, All**

Prior to the January 7, 2021 meeting, Dr. John Shaffer had sent out various options on changes to the EPCC bylaws meant to increase inclusion of underrepresented and minority (URM) voices and promote URM interests in the governance of the school. Committee members ranked according to their preferences. The highest-ranked option was to add the Associate Dean for Diversity and Inclusion as an ex-officio member of the EPCC committee as well as adding one representative to be elected by the Pitt Public Health Faculty Senate to promote diversity and inclusion, which would require changes to Section 6 and may necessitate additional clarifications in Section 9 of the bylaws regarding elections. The committee members voted on this change in a secret ballot conducted via Qualtrics.

**ACTION:** The committee voted to approve adding the Associate Dean for Diversity and Inclusion as an ex-officio member of the EPCC committee as well as adding one representative to be elected by the Pitt Public Health Faculty Senate to promote diversity and inclusion. Dr. John Shaffer informed the Faculty Senate Executive Committee via a memorandum dated January 11, 2021.

**Approval of December 2020 Meeting Minutes, All [vote required]**

The committee voted to approve the December 2020 minutes.

**Closed Session: Student Academic Performance Review from Fall 2020 Term, All non-student EPCC committee members**

The meeting was adjourned at 3:25pm.

Spring 2021 Term Syllabi Review Details

- Message to identified departmental faculty by 12/10
- Deadline for syllabi review completed & syllabi sent/ submitted to Student Affairs: 2/5

Required & Optional Updated Syllabus Statements for Spring 2021 Term

- revised diversity & inclusion statement (a required syllabus statement) updated 9/20,
- revised links in the Title IX statement (a required syllabus statement) updated 9/20,
- optional statements include health & safety statement from the University of Pittsburgh, remote classroom instruction, Zoom etiquette, classroom recording, etc.

Upcoming EPCC Meetings & Deadlines

- February 4, 1:30-3:30pm, Zoom
- March 4, 1:30-3:30pm, Zoom | Fall 2021 new course submission deadline April 1, 1:30-3:30pm, Zoom