

MEZCOPH Education Committee Meeting
“Final Meeting Minutes”

October 2, 2019

2:00 – 3:00 pm, Drach A326

Program Directors / Voting Members Present: Ed Bedrick, Scott Carvajal, Gabriela Coronel, Kacey Ernst, Joe Gerald, Eduardo Gonzalez Fagoaga, Magdiel Habila, Aminata Kilungo, Velia Leybas Nuño, Doug Taren (ex-officio), Chris Tisch, Amanda Wilson

Other Members Present: Danielle Embry, Melanie Fleck, Laura Gronewold, Tanya Nemec, Gisela Ochoa, Samantha Pierce, Kristen Pogreba Brown, Amanda Soka, Michael Tearne, Emily Waldron

- **Announcements**

- Spring 2020 Schedule (Embry)
The spring 2020 schedule went live on October 1st and students will begin registering November 4th. Please send any schedule updates to Danielle as soon as possible. *
- MEZCOPH Academic Curriculum Guide Updates – Fall 2020/Spring 2021 (Embry)
Danielle asked Program Directors to review the current MEZCOPH Curriculum Guide and send program updates/changes for the 2020/2021 academic year by December. *
- CEPH Self-Study (Taren)
The preliminary report was sent to CEPH by the September 26th deadline and will be shared college-wide soon. It is appx. 350 pages with over 650 attachments in the Electronic Records File. CEPH will send response by November 26th and we have until January 27th to submit the final report. Doug thanked everyone for their input.
- Leadership Changes (Taren)
Doug announced he will be stepping down as Associate Dean for Academic Affairs after March 9, 2020. He will rejoin HPS faculty and focus on teaching and research.

- **Consent Agenda: (All voting members)**

- Minutes Approval: September 4, 2019 meeting
A motion was made and seconded to approve the September 4, 2019 meeting minutes, pending minor typing revisions. The motion was approved by a vote of: 9-0.
- Special Topics Courses in Public Health Practice and Translational Research (Gonzalez Fagoaga)
 - Spring 2020: Case Studies in State Health Policy
 - Spring 2020: Digital Public Health



Digital Health Class
S 2020 Draft_9_30_20



HLC_Case_Studies_
State_Health_Policy_

Joe Gerald reminded committee of a policy decision that Special Topics courses are approved at the departmental level and do not require a vote from the Education Committee. New course approvals can

be listed on the Consent Agenda for quick voting and would only be moved to New Business if further discussion is needed.

Comments from committee:

- Special Topics may be reported during Announcements for committee awareness and to ensure there are no time conflicts with other classes.

- **Old Business:**

- Adding New Questions to MEZCOPH TCEs (Taren)

Doug presented a list of new questions the TCE Ad hoc Committee recommended for addition to the college-wide TCEs. He would like the committee to decide on four questions, at least two from the “Belonging Questions” section and one from the “Public Health Real World Applicability” section.



Comments from committee:

- Questions that have the word “because” in them (i.e. I felt comfortable coming to class *because...*) are easier to understand and answer.
- Committee on Inclusion and Equity would like at least one question focused on diversity (e.g. “I felt comfortable coming to class because diversity was valued.”)
- Recommend changing the real-world applicability question to state, “This course helped me develop skills that I will use in my professional career.”
- Some questions need clarification to parse out which portion of the class is being assessed, whether instruction or interactions with other students in the class.

Doug will edit and compile final list of questions and send them out to the Education Committee for review. *

- **New Business:**

- OIA Annual Assessment (Taren)



Grades 2018-19
Core MPH Courses.p



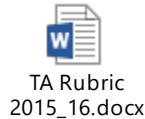
DrPH Outcomes-UA
Taskstream.pdf

Doug reviewed current learning outcomes and assessment metrics for the MPH program. He measured final grades in 5 core MPH classes, online and in person for the last academic year, and set a target that at least 80% of the students will receive a B or above. Taskstream requires us to have a process by which we evaluate the data and use it. He asked committee for input.

Committee members suggested we include TCE responses as another metric. UAccess Analytics has a report that aggregates TCE responses across the college in which we could set a threshold (e.g. “80% of responses are 3.0 or higher”).

Doug asked Michael Tearne to assemble a sub-committee tasked with deciding how to incorporate TCE responses into our annual assessment process for college wide programs. The sub-committee will provide an update at next Education Committee meeting. *

- TA Hiring Criteria (*Leybas Nuño*)



Velia gave an overview of current procedures for hiring TAs in the college. She invited committee to discuss possible changes to the current policy as it pertains to 1) how many students per TA 2) how many times a student can be a TA and 3) whether the process should remain centralized at the college level.

Comments from committee:

- Handout shows in-person hiring guidelines. Online classes have 1 TA for 30 students, and the college is flexible if enrollment is close to threshold.
- OSSAA does not decide who will be TA if they have input from the department. They make decisions based on student experience and faculty need if the program does not have a student to recommend.
- It was suggested the college allocate FTE to individual departments for hiring TAs, which would provide more flexibility in decision making at the department level.
- Some members prefer to keep the current model as is, choosing TAs in collaboration with OSSAA.
- Decentralization of the process might result in extra workload at the department level and potential for resolutions to take longer.
- Additional discussion item for next meeting – how intensive the grading should be for a TA.

Discussion tabled until next meeting. *

- **Other Business and Reminders:** (*All Committee Members*)

- Suggestions for Upcoming Teaching Workshops (*Taren*) – Tabled

- **Future Business:** (*All Committee Members*)

- Undergraduate Aging Track (*Taren*) – Tabled

Next Scheduled Meeting: Date: November 6, 2019 - 2:00 – 3:00 pm, Drach A326

*** Action Items:**

- Review spring 2020 schedule on the HUB: <https://hub.coph.arizona.edu/employees/faculty/schedule-classes> and send updates to Danielle (*All Program Directors*)
- Review MEZCOPH Curriculum Guide: (<https://publichealth.arizona.edu/sites/publichealth.arizona.edu/files/MEZCOPH-Academic-Curriculum-guide-2019-2020.pdf>) and send program changes/updates to Danielle by December (*All Program Directors*)

- Doug will edit and compile final list of four TCE questions and send them out to the Education Committee via email. Committee will review and send additional comments/changes to Doug. (*Taren & All Committee Members*)
- Michael Tearne will assemble a sub-committee tasked with deciding how to incorporate TCE responses into our annual assessment process for college wide programs. The sub-committee will provide an update at next Education Committee meeting. (*Tearne*)
- Danielle Embry will carry forward tabled agenda items to the November Education Committee meeting agenda. (*Embry*)