

MEZCOPH Education Committee Meeting
“Final Meeting Minutes”
September 4, 2019
2:00 – 3:00 pm, Drach A326

Program Directors / Voting Members Present: Scott Carvajal, Eduardo Gonzalez Fagoaga, Aminata Kilungo, Velia Leybas Nuño, Doug Taren (ex-officio), Chris Tisch, Spencer Willis, Amanda Wilson, Kimberly York

Voting Members Absent: Ed Bedrick, Mia Carvalho Guimaraes, Kacey Ernst, Joe Gerald, Niraly Patel

Other Members Present: Kim Barnes, Danielle Embry, Amy Glicken, Laura Gronewold, Tanya Nemec, Gisela Ochoa, Samantha Pierce

- **Announcements**

- Introductions: Office of Academic Affairs (Taren)
Doug Taren introduced Kimberly York, a new student office assistant in the Office of Academic Affairs who will be helping with the CEPH Self-Study, collecting syllabi and updating the COPH website.
- UA Office of Academic Affairs - Curriculum Updates (Embry)
UA Curricular Affairs office sent a memo outlining upcoming university-wide curriculum deadlines. Of note, October 25, 2019 is the deadline to request creation of new undergraduate programs or make significant changes to current programs (i.e. new subplans) for the fall 2020 academic catalog. October 25, 2019 is also deadline to submit changes to undergraduate Academic Advisement report.



Curriculum Updates
Preschedule Update

- New Undergraduate Minor (Taren)
Undergraduate minor in data science was approved unanimously at CAAC.

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

- Minutes Approval: August 7, 2019 meeting
*A motion was made and seconded to approve the August 7, 2019 meeting minutes.
The motion was approved by a vote of: 6-2 abstentions.*

- **New Business:**

- Proposed New Course
PHPM 497D Rural Health Service Learning Institute – Spring 2020 (*Taren*)



PHPM497D_Spring
2020_rev3.docx



Course
Addition_PHPM497C

Doug gave a short overview of the course. It is already being taught at the graduate level, PHPM 597D and, if approved, will be co-convened in the spring.

Comments from committee:

- Confusing to see graduate-level requirements on undergraduate syllabus.

A motion was made and seconded to approve the syllabus, pending the deletion of graduate level requirements, by a vote of: 7-1 abstention.

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

- MEZCOPH Teaching Workshops (*Taren*)

Partnering with Erin Dokter in OIA, the college recently offered two teaching workshops to MEZCOPH faculty and instructors: how to teach in a collaborative classroom and how to assign/assess group projects. Doug would like faculty and students to offer suggestions for upcoming teaching workshops *

- CEPH Self Study: Competency Matrices and Program Websites (*Taren*)

Doug went through the assessment matrices for each program, pulled associated syllabi, and described how competencies are assessed for each class in Template D4-1. He would like program directors to review their tables and send any changes/updates to Doug. *



Competencies
Assessment Table.doc



Template
D2_2019_09_03_DT.c

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

- TA Hiring Criteria (*Leybas Nuño*)

Velia would like to discuss TA hiring criteria at the next meeting.

Comments from the committee:

- There are written policies and guidelines regarding TAs that can be shared with committee.
- As there are budget impacts, it may be pertinent to invite Jing Liu and/or Dean Hakim.
- Would be helpful to hear student perspectives as well. Perhaps invite more students to next meeting for this discussion. An anonymous survey may be a more transparent measure for student feedback.

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

***Action Items:**

- Send ideas for upcoming teaching workshops to Doug Taren (*All Committee Members*)
- Send updates/changes to the CEPH Self Study Competency Matrices to Doug Taren by Friday 9/6 (*All Program Directors*)