

MEZCOPH Education Committee Meeting
“Final Meeting Minutes”

June 5, 2019

2:00 – 3:00 pm, Drach A326

Program Directors / Voting Members Present: Ed Bedrick, Scott Carvajal (Chair), Kacey Ernst, Joe Gerald, Eduardo Gonzalez Fagoaga, Doug Taren, (ex-officio), Chris Tisch, Spencer Willis, Amanda Wilson

Voting Members Absent: Aminata Kilungo, Velia Leybas Nuño, Mia Carvalho Guimaraes, Niraly Patel

Other Members Present: Kim Barnes, Danielle Embry, Amy Glicken, Tanya Nemec, Gisela Ochoa, Stephanie Springer, Michael Tearne

• **Announcements:**

- Spring 2020 Schedule of Classes (Embry)
Room and Course open scheduling for spring 2020 is active through July 31, 2019. Please review the spring 2020 schedule with departmental faculty and send updates to Danielle by end of June. *
- Biannual Course Review (Embry)
Curricular Affairs and Room and Course are cleaning up the academic catalogs and asking departments to review and deactivate classes that 1) have not been offered in the last 5 years or 2) have had no enrollment in the last 5 years. Danielle will send course reports to departments for review and decisions. If we would like to keep a class in the catalog, must provide justification. *
- Application Deadline Discussion – fall 2020 (Glicken)
Admissions has significantly decreased the amount of time it takes to verify applications, which allows us to begin reviewing applications sooner. Proposed changes to deadlines:
 - Move all MS/PhD priority application deadlines to December 1st to streamline process and better align with UA funding deadlines of February 1st.
 - Keep MPH priority deadline at January 5th and try to have all decisions out by February 15th.
 - Move second deadline to April 1st so that there is more time to focus on improving yield from 1st round admits in February/March.
 - May 15th late deadline has worked well for Phoenix but not Tucson based programs. Propose keeping May 15th deadline for Phoenix but remove it for Tucson. Students can still apply to online MPH by July 1st or a certificate program if they miss earlier deadline.

Comments from committee:

- What are reasons for deadlines? Time to process applications and admit students, funding opportunities for early applicants, seat availability. The online MPH has a later deadline because they do not have to re-locate to Tucson and online classes have seats available.
- Approximately 60% of applicants meet the early deadline but the later deadlines provide a higher yield of students who accept and attend.

- Departments prefer to discuss with faculty before making a decision on shifting to a later deadline. Amy mentioned that the review timeline would likely stay the same even with the shift due to the quicker verification process.
- April 1st second deadline would be better than May 1st as applicants have a decision before summer and it doesn't conflict with graduation/faculty leaving for summer.
- Might be possible to rethink process and have more streamlined/online reviews and rolling admissions up to July 1st for fall.
- Excellent students tend to apply early, important to keep early deadline of December 1st and respond quickly with a decision.

- CEPH Self-Study (Taren)

Making good progress - Iman and Doug will meet end of June to review the self-study document. Iman has insight into previous site visits and counsel votes which will be helpful. CEPH Committee Meetings will continue through summer.

- Call for new degree programs (Taren)

The UA provost requests a list of any new degree programs, specifically degrees that need to go to ABOR, for AY 2020. No one is aware of any new degree programs aside from the Executive MS in Health Services Administration.

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

- Minutes Approval: May 1, 2019 meeting (*All voting committee members*)

A motion was made to approve the May 1, 2019 meeting minutes.

The motion was approved by a vote of: 7-1 abstention.

- **Old Business:**

- Self-Study Education Committee Statement – Charge and Bylaws (Taren)

Requested changes made to bylaws are given to the Dean for review and vote if necessary. Changes to the Education Committee bylaws were discussed in previous meetings and drafted by Doug.



Revised Education
Committee_Bylaws 5

Comments from committee:

- Recommend changing the wording from “3 additional members appointed by the committee” to “**up to** 3 additional members...” Committee discussed who the three members would be and how they would be selected.
- The sentence pertaining to admissions is meant as a change to the Charge of the Committee, not the bylaws.

Not enough consensus to move to change the bylaws at this time. Previous bylaws remain in place.

- **New Business:**

- Executive MS in Health Services Administration (Gonzalez Fagoaga)

Eduardo and Doug gave an overview of the proposed new program. MEZCOPH has been working with Gulf Medical University (GMU) who is interested in an executive program in HSA to begin fall 2020. Executive MS would require 30 units and could be completed in 3 semesters. At this point, have only outlined courses and competencies. Expect to have a complete plan to submit to the Graduate College by August.

Comments from Committee:

- Eller already has an online MS in Healthcare Management. Concern there will be overlap with this program and an objection from Eller. It will be important to note the substantive differences in the final proposal.
- Uncertain as to whether an executive program will be a good fit for our college.
- There are still a lot of elements that need to be collaborated on and fleshed out (i.e. recruitment, justification, etc.). Committee needs more information to make an informed vote on program.

A motion was made to vote on the proposed new program. Motion was not seconded. Proposed new program tabled until August meeting.

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

Chris announced that Stephanie Springer is leaving MEZCOPH for new position in the College of Humanities in August.

Next Scheduled Meeting: Date: August 7, 2019 - 2:00 – 3:00 pm, Drach A326

***Action Items:**

- Review spring 2020 schedule and send updates to Danielle by the end of June (*All Program Directors, Embry*)
- Danielle will send Biannual Course Review reports to departments for review and decisions. Danielle will compile all responses and send to RCS by August 1, 2019. (*Embry, All Program Directors*)