

MEZCOPH Education Committee Meeting
“Final Meeting Minutes”

October 6, 2021

2:00 – 3:00 pm, Zoom: <https://arizona.zoom.us/j/86894771259>

Program Directors / Voting Members Present: Ed Bedrick, Chris Cutshaw, Andre Dickerson, John Ehiri (ex officio), Kacey Ernst, Joe Gerald, Aminata Kilungo, Velia Leybas Nuño, Amanda Sokan, Terry Urbine, Gabriela Valdez, Nicole Yuan

Program Directors / Voting Members Absent: Magdiel Habila

Other Members Present: Jen Deschenes, Danielle Embry, Melanie Fleck, Laura Gronewold, Tanya Nemec, Gisela Ochoa, Samantha Pierce, Michael Tearne

Meeting Recording:

- **Announcements:**

- Spring 2022 Schedule (*Danielle Embry*)

The spring 2022 schedule is viewable by students and registration will begin on November 1st. There are several classes still missing instructors. Danielle asked Program Directors to review the schedule and send changes/updates as soon as possible. *

Danielle shared new policies from the Registrar’s office regarding Live Online modality:

- If faculty would like to change their course modality to Live Online, they must send their request to Dr. Ehiri for approval. Once approved, he will forward to the Registrar and Provost for final approval and implementation in the spring schedule of classes. If the change is still pending Provost approval by 10/31, the course will be moved to ‘tentative’ status and students will be unable to enroll until a decision is made.
- All Live Online courses must have at least one synchronous meeting per week.



a. Spring 2022 Live
Online sections.pdf

Comments from the committee:

- The committee asked for clarification on Live Online modality. Live Online is a new modality started in 2020 in response to the pandemic. It is for Main Campus courses only and allows instructors to conduct synchronous virtual class meetings. Fully online i-courses are conducted asynchronously through D2L.
- Dr. Ehiri asked the committee to share this information with their faculty and send him any requests to change in-person courses to Live Online as soon as possible. *

- New Course & Program Updates (*Danielle Embry*)



Course & Program
Updates 10_6_2021.

Danielle shared UA approval status for new courses and new academic programs in the college (see attachment).

Comments from the committee:

- Dr. Kilungo is working on a new undergraduate certificate in safety. It is a collaborative effort between industry partners, Chemistry, Mining and Environmental Health Sciences.
- MEZCOPH Curriculum Guide Updates (*Danielle Embry*)
Danielle will be contacting Program Directors soon for updates to their programs in the 2022-2023 Curriculum Guide. The deadline to submit changes will be early January 2022 with a publish date of February 1st. *
- Update on Meeting with Program Directors (*John Ehiri*)
Dr. Ehiri met with Dean Hakim to discuss several concerns raised by Program Directors. He shared two updates from this meeting:
 - Dr. Ehiri will meet with Andre Dickerson, Gisela Ochoa and Amy Maniscalco in November to identify all of our scholarships and develop a plan to share with the Dean and Program Directors before admissions early next year. *
 - Dr. Ehiri will meet with Andre Dickerson and Dean Hakim in November to discuss preliminary TA allocations based on historical enrollment. This information will be shared with Program Directors ahead of the January admissions cycle. *

Comments from the committee:

- The scholarship process has some challenges and there are areas for improvement, in particular with the award notification process.

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

- Minutes Approval: September 1, 2021 meeting



2021_9_1 Education
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- Proposed New Courses:
 - HPS 3xx Childhood Obesity (*Velia Leybas Nuño*)



HPS 3XX_Childhood
Obesity_9_30_21.docx

A motion was made and seconded to approve the Consent Agenda.
The motion was approved by a vote of: 10-0

- **Old Business:**

- Discussion Item: Debrief, Student Engagement and Career Development Presentation (*Velia Leybas Nuño*)
Velia represents MEZCOPH on the university-wide steering committee for Community Engagement and Experiential Learning, which is part of the Office of Assessment, Engagement and Opportunity. The steering committee is charged with providing opportunities for students to develop real-world professional skills through community-based learning.

They have announced a funding opportunity for faculty to design curriculum or a course that includes field-based learning. More funding opportunities will be announced in January.

The steering committee will meet in October and Velia will continue to share relevant updates with the Education Committee.

- Writing Across the Curriculum Fellowship Update (*Laura Gronewold*)

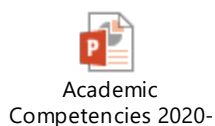
A writing tutor, assigned by the Think Tank, is embedded in Laura Gronewold's writing course this fall and the experience has been valuable for students. There may be more opportunities for both undergraduate and graduate courses to participate in this program next fall. Interested faculty should contact Aimee Mapes, Director of the Writing Program.

Comments from the committee:

- Faculty may refer students directly to the Think Tank for writing assistance: <https://thinktank.arizona.edu/writing-center>. The tutors accommodate in-person meetings, virtual meetings or email exchanges.

- **New Business:**

- Taskstream Update (*Jen Deschenes*)



Jen shared results from last year's student surveys and progress related to academic competencies in the college (see attachment). Most degree program data have been updated and submitted in Taskstream, with the exception of a few that are being reviewed by Program Directors. Direct assessments and targets have been identified for the MS, PhD and DrPH programs. The BS and MPH programs are still a work in progress.

Data collection for direct assessments will be challenging, especially since the D2L data collection pilot is on hold. Jen proposed setting up a REDCap data repository for Program Directors to enter data.

Comments from the committee:

- The committee asked for clarity between direct and indirect assessments. An indirect assessment is a self-assessment of skill or knowledge by the student, such as a student survey. A direct assessment is the faculty's evaluation of student's knowledge via a product, such as an assignment or exam.
- It was asked if faculty should include direct assessment of competencies in their course content next semester. Yes, this needs to be done but the plan for measuring and collecting direct assessment data is still being developed. Dr. Ehiri will be reaching out to Program Directors to discuss how we move forward.
- Specific courses were mapped to program competencies during our recent CEPH accreditation. It may not be fair/accurate to assess a program based on data from one class. There are multiple ways to set up a more comprehensive direct assessment, such as a portfolio of work from many classes.
- Epidemiology developed an indirect assessment process by which faculty would assess, and students would self-assess, MS and PhD competencies at multiple points during the year. This would be useful data but may not be necessary if the student surveys function as the indirect assessment college-wide.

- The BA in Wellness program would like to assess competencies at specific milestones as students progress through the degree. Collecting meaningful data and producing quality assessments will require expanded infrastructure and human resources. How we implement this infrastructure may be a useful discussion for the committee to have at a future meeting.

- **Future Business:**

- Overlap and Double Use of Courses across MEZCOPH Programs (*Melanie Fleck, Michael Tearne, Tanya Nemec*)
With the creation of multiple new programs across the college, Melanie, Michael and Tanya are developing documents that illustrate how program requirements overlap and where there are opportunities for double use of courses. These will be shared and discussed at a future meeting.
- Chris Cutshaw proposed the committee discuss re-instating mid-course evaluations at a future meeting.

Meeting adjourned at 3:00 pm.

Next Scheduled Meeting Date: November 3, 2021, 2:00 – 3:00 pm, Drach A326 or Zoom

- ***Action Items:**

- Program Directors will review spring 2022 schedule and send changes/updates to Danielle before students register on November 1st. (*All Program Directors, Danielle Embry*)
- Program Directors will share information regarding Live Online modality with their department faculty and send any requests to change spring 2022 in-person courses to Live Online to Dr. Ehiri as soon as possible. (*All Program Directors, John Ehiri*)
- Danielle will contact Program Directors to request 2022/2023 Curriculum Guide updates in October. Program Directors will send changes/updates to the Curriculum Guide by first week in January 2022. (*Danielle Embry, All Program Directors*)
- John Ehiri will meet with Andre Dickerson, Gisela Ochoa and Amy Maniscalco in November to identify scholarships and develop a plan to share with Program Directors before January admissions. (*John Ehiri, Andre Dickerson, Gisela Ochoa*)
- John Ehiri will meet with Andre Dickerson and Dean Hakim in November to discuss preliminary TA allocations based on historical enrollment. This information will be shared with Program Directors before January admissions. (*John Ehiri, Andre Dickerson*)

Changes or corrections to the minutes should be submitted to: *Danielle Embry, Coordinator, Academic Curriculum and Faculty Affairs*