

MEZCOPH Education Committee Meeting**“Final Meeting Minutes”****May 3, 2023**2:00 – 3:00 pm, Zoom: <https://arizona.zoom.us/j/86255483666>

Program Directors / Voting Members Present: Chris Cutshaw, John Ehiri (ex-officio), Lauren Erdelyi, Kacey Ernst, Amaka Okpara-Oguadimma, Niraly Patel, Kristen Pogreba Brown, Derek Smith, Amanda Sokan, Terry Urbine, Nicole Yuan,

Program Directors / Voting Members Absent: Leila Barazza, Ed Bedrick, Aminata Kilungo, Christopher Lessenich, Velia Leybas Nuño, Gabriela Valdez

Other Members Present: Anaiz Acosta, Mariah Albertie, Kim Barnes, Danielle Embry, Courtney Faryab, Melanie Fleck, Laura Gronewold, Nicole Johnson, Katie Lupo, Monica Munoz, Samantha Pierce

Meeting Recording:

https://arizona.zoom.us/rec/share/ns5j4f0o6eFeG0pyaBVoVoeeUsCVQVmtYfI8YOQUbm0lbzc2gWbaFR_iWJrvMhzv.kVlaarlyg_rMooTA?startTime=1683147468000

- **Announcements:**

- May Convocation (*Monica Munoz*)

Monica clarified the differences between commencement and convocation. MEZCOPH Convocation will occur Saturday, May 13th at Centennial Hall, from 9:00am to approximately 12:00pm. Faculty are asked to arrive in full regalia at 8:00am. There will be a reception following the event from 12:00-1:00pm at the Women’s Plaza of Honor. 204 students will be participating.

Comments from the committee:

- UA Commencement will occur on Friday, May 12th. Dr. Ehiri asked Program Directors to let Monica know who will be hooding students for their department. *

- OSA Updates (*Kim Barnes*)

- Mariah Albertie, *Sr. Coordinator, Professional Master’s Programs & Student Services*

Kim Barnes announced that Mariah Albertie has transitioned out of undergraduate advising and accepted a new role in OSA as Senior Coordinator of Professional Master’s Programs. Mariah has started working with MPH students. Staff and faculty are welcome to contact her with questions.

- OSA Assistant Dean search

The search for a new Assistant Dean of Student Affairs is going well. Two strong candidates have been scheduled for day-long virtual ‘visits’ and one additional candidate is interviewing next week. The committee is hopeful that a new Assistant Dean will be in place by early summer.

- Course Scheduling Updates (*Danielle Embry*)

- New General Education Courses – Open for submissions

The UA is now accepting proposals for new General Education courses. Faculty interested in developing a new Gen Ed need to attend a Quick Start training in which they will complete a Gen Ed Proposal Form and course syllabus. Both items are submitted to the Education Committee, then UA, for approval. Dr. Ehiri recently completed the Quick Start training and is available to answer questions about the process.

- Deadlines for 2024 Courses



MEZCOPH_Curriculum
Affairs 2024 Dead

Danielle shared deadlines for submitting new permanent courses and course modifications taking effect in 2024. The deadline for Program Directors to submit new spring 2024 courses to the Education Committee will be the June meeting, since the committee does not meet in July.

- Spring 2024 Open Scheduling

The university opened spring 2024 course scheduling on May 1st. Danielle will be reaching out to departments for updates soon. The priority deadline to make changes to the schedule is July 24, 2023. *

Comments from the committee:

- What is the process for submitting a special topics course? Special topics need departmental approval and then can be sent to John and Danielle to be listed in the schedule. Program Directors are encouraged to let the Education Committee know about special topics they are offering in case there is overlap or students in other departments are interested.
- Special topics serve college purposes but are often under-enrolled. The university does not provide information about special topics courses in the schedule. It is preferable for faculty to submit new permanent courses through the UA approval process and keep special topics courses to a minimum.
- Changes to the catalog course description is considered a course modification and requires departmental approval only, then can be sent to John and Danielle for submission.
- It was asked how changes to learning outcomes for a course should be handled. This would also be submitted as a course modification, requiring departmental approval and a new syllabus noting the change to the learning outcomes.

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

- Minutes Approval: April 5, 2023 meeting



2023_4_5 Education
Committee Meeting

- New Course Proposals:

- CPH/GHI 4xx/5xx Health Promotion Approach to Address Health Inequity (*John Ehiri*)



CPH-GHI 4XX-5XX -
Health Promotion A

- HPS/GHI 4xx Immersive Experiences in Women's Health Research: Course-Based Undergraduate Research Experience (CURE Course) (*Chris Cutshaw*)



HPS_GHI 4xx
Immersive Exp in Wc

A motion was made and seconded to approve the Consent Agenda.

- **Old Business:**

- Discussion Item: Proposed Changes to MPH Admissions Criteria (*Chris Cutshaw*)
 - Edits of Math and Biology requirements



MEMO Math
Science prereq. 3.28

Departments are continuing to discuss the proposal. HPS reviewed it at their April meeting and will continue the discussion in May. Chris will share additional updates at the June Education Committee meeting.

- **New Business:**

- Admissions Update (*Courtney Faryab*)



Campus Admission
Dashboard V3 05.03

Courtney shared current graduate admissions numbers. We are slightly down from last year and nearing the end of the admissions cycle, with a June 1st deadline. 92 students, which includes 56 MPH and 36 MS/Doctoral, have accepted our offer and intend to matriculate in fall 2023. The deadline for graduate certificate applications is May 15th.

Comments from the committee:

- Courtney was asked to share some of the innovations the admissions office has implemented this year. The college offered a \$2000 scholarship to early MPH applicants, encouraging them to commit earlier. Graduate Ambassadors and faculty have been reaching out to applicants who have not responded. They have also offered a GradApp refund opportunity to determine if the GradApp fee is a barrier for some students. The effectiveness of these initiatives will be reviewed and, if successful, carried forward to the fall 2024 cycle.
- Recruitment Update (*Anaiz Acosta*)
Anaiz provided an update on recent recruitment events held by the college. Admitted Students Day was well-attended and included a student panel with our ambassadors. Anaiz has been giving impromptu tours to interested students but would like to formalize the process and advertise tours on our website.
- TA & Scholarships Update (*Katie Lupo*)
A scholarship Operations Committee and a Review Selection Committee, consisting of Katie Lupo, Shipherd Reed, Velia Nuño, and Michael Tearne, will be coordinating the scholarship award process this year. There are currently 113 applicants and 36 scholarships to award. The

committee is planning to have all scholarships awarded by early July. Katie is developing a process manual to assist with the scholarship process in future cycles. Michael Tearne and Katie Lupo have been working on the TA process. Departments will be assigning their own TAs, with assistance from OSA & OAA. Program Directors can expect to hear from Michael in approximately a week for more information about the Fall 2023 semester. They currently have 145 applicants and limited TA assignments.

- **Future Business:**

- June Education Committee – AI & ChatGPT Presentation by Emily Jo Schwaller, *Assistant Professor of Practice, University Center for Assessment, Teaching and Technology (UCATT)*
Comments from the committee:
 - It will be important to develop a strategy around how we incorporate these new tools in the classroom. If AI and ChatGPT are overused, students may lose key writing skills. Alternatively, it can be a useful tool for many applications.
 - This session of the Education Committee meeting will be open to all faculty.
 - Turnitin has a new feature that identifies writing that is generated by AI technologies, however there are many uncertainties associated with it. Students are indicating that they use ChatGPT to make their own writing sound more professional. These technologies can be used to create new content as well as check for grammar, etc.
 - Job opportunities are robust for students who know how to use AI technology. It will be important to incorporate into the classroom and train students how to use it appropriately and ethically.
 - The college will continue to seek out training opportunities for faculty in these important areas.

Meeting adjourned at 2:50 pm.

Next Scheduled Meeting Date: June 7, 2023 , 2:00 – 3:00 pm, Zoom

- ***Action Items:**

- Program Directors will let Monica Munoz know which faculty will be attending the MEZCOPH Convocation on May 13th and specifically, who will be hooding students for the department. *(All Program Directors, Monica Munoz)*
- Danielle will share a draft spring 2024 schedule with departments. Program Directors will review the spring 2024 schedule and send Danielle updates/changes by July 24, 2023. *(All Program Directors, Danielle Embry)*
- Program Directors will review proposed change to MPH math and science prerequisites with their departmental faculty and provide feedback to Chris Cutshaw before our next meeting on June 7, 2023: <https://arizona.app.box.com/file/1179449647830> *(All Program Directors)*
- (carried over from Nov meeting) John and Danielle will follow up with Jing Liu to schedule an in-depth discussion of the AIB model on the Education Committee agenda. *(John Ehiri, Danielle Embry)*

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