

MEZCOPH Education Committee Meeting**Final Meeting Minutes****August 2, 2023**2:00 – 3:00 pm, DRACH-A118 and Zoom: <https://arizona.zoom.us/j/86255483666>

Program Directors / Voting Members Present: Chris Cutshaw, Lyn Durán, John Ehiri (ex-officio), Joe Gerald, Beth Jacobs, Velia Leybas Nuño, Amaka Okpara-Oguadimma, Kristen Pogreba Brown, Terry Urbine, Gabriela Valdez, Nicole Yuan

Program Directors / Voting Members Absent: Lauren Erdelyi, Aminata Kilungo, Niraly Patel, Derek Smith, Amanda Sokan

Other Members Present: Anaiz Acosta, Mariah Albertie, Kim Barnes, Danielle Embry, Courtney Faryab, Laura Gronewold, Nicole Johnson, Katie Lupo, Monica Muñoz, Ashleigh Pendleton, Michael Tearne, Abba Versace

Guests Present: Iman Hakim

Meeting Recording: <https://arizona.zoom.us/rec/share/leCslpyCWZhePpTqJN0aUEjAlTrmwWanxFAXLy0-sNY91NY4nGUHh730fha9Rxc.S7SpWNcmuRy5fjkU?startTime=1691009805000>

- **Announcements:**

- Introductions (*John Ehiri*)

Dr. Ehiri introduced and welcomed new members to the Education Committee:

- Lyn Durán, Assistant Dean of Student Affairs
- Beth Jacobs, Program Director, Epidemiology
- Ashleigh Pendleton, Academic Advisor II
- Luis Benitez, MEZCOPH Data Analyst

- Welcome back (*Iman Hakim*)

Dean Hakim welcomed committee back and provided several updates.

- A new research faculty in Epi/Bios will be joining MEZCOPH in December. Their background is in public health and artificial intelligence. Epidemiology is also planning to hire a career track faculty this year.
- Dr. Gloria Coronado, a cancer epidemiologist, has been hired with a start date in September. Dr. Coronado will be the Associate Director of Population Science at the Cancer Center.
- The search committee for the new Dept. Chair for Phoenix Campus is expected to provide their recommendation this week. HPS is hiring a new faculty member to replace Dr. Taren and CEP is seeking a new faculty hire with expertise in climate change.
- The new UAHS College of Health Sciences has been approved. They will offer a master's and PhD in Health Science but there is no plan for an undergraduate degree at this time.
- The UA College of Nursing is developing a Medical Education Center. Associated programs will focus on non-medical degrees.

- The UA Safety Task Force has mandated that all campus buildings remain locked with Cat Card access. MEZCOPH employees have been given access to all three floors from 8am-5pm, Monday through Friday. On evenings and weekends, MEZCOPH employees can access their own floor only. Bullet-proof glass is being installed on the north side of the building and on the first floor near student services.

Comments from the committee:

- How will students access the building? Student employees will have access to all three floors. A door on the first floor will be open when classes begin. There will be an intercom set up for communication with student services.
- It is important to have emergency communication systems when there is a threat in our building. These details and a final plan are being worked out by the MEZCOPH Safety committee.

- Fall 2023 Point-in-time Enrollments (*Danielle Embry*)



PIT

Comparison_Fall 2023

Danielle presented a point-in-time enrollment report comparing course enrollment in early August over the last three years. Enrollment has increased overall due to a significant increase in undergraduate enrollment, although graduate enrollment has steadily decreased. Undergraduate enrollment is higher due to Gen Ed offerings and BS in Medicine majors taking MEZCOPH classes.

Comments from the committee:

- We are continuing to develop our Gen Ed offerings. Faculty are encouraged to create Gen Ed courses with an emphasis on quantitative reasoning.
- It was asked if the college received more tuition revenue for graduate enrollment vs. undergraduate enrollment. There is no significant difference, but it would be worth analyzing. With a stable admissions and recruitment team in place, we are seeing some improvement in our graduate numbers.
- Is the instructional cost per credit hour higher for graduate level courses than for undergraduate courses? The college has developed a cost-of-teaching analysis that John will share at the next meeting.*
- When reviewing course enrollment, it is important to note many graduate students are enrolled part time.

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

- Minutes Approval: June 7, 2023 meeting



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Committee Meeting

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

- **New Business:**

- Discussion Item: TA Policy – 3 TA Maximum for MPH Students (*John Ehiri*)

The current policy states that an MPH student cannot be a TA more than 3 times due to funding limitations and the desire to provide opportunities for more students. John asked the committee to discuss the policy and define parameters, for example is it .75 FTE total, or three semesters, or three classes, etc.

Comments from the committee:

- It is difficult to find experienced TAs. It would be useful to define parameters and develop a process to request an exception.
- How is the policy tracked and enforced? Records are kept in Office of Student Affairs but there are gaps before spring 2023 and it has not been enforced.
- It may make sense to remove the centralized policy and allow Program Directors more latitude in the decision-making process. The college can provide any data departments need to make informed decisions.
- Determining how much funding students receive and the source of those funds is very challenging to track. A comprehensive approach to student funding with a dedicated financial aid professional in the college would be helpful.
- Is there data to support the equity issues this policy is intended to address? John will work with MEZCOPH HR and Finance offices to gather TA data from past semesters and will present this, along with the current TA process/policy, at the next meeting.*

- Discussion Item: TAships for Doctoral/MS/MPH Applicants (*Katie Lupo*)

Doctoral students are given priority for TA-ships over MPH students. TAships could be used as a recruitment tool for the MPH. It is a centralized policy that may be better for departments to decide. Katie asked the committee to consider and discuss the policy.

Comments from the committee:

- TAships are a very important recruitment tool for PhD students. PhD students are required to TA as part of their training and there are usually enough TAships leftover for MPH students.
- We need more data to determine if the policy is still viable.

John will gather TA data. The discussion was tabled until the next meeting.*

- Discussion Item: PHPM 574 – remove spring in-person offering (*Joe Gerald*)

Joe proposed that we eliminate the in-person section of PHPM 574 in spring and keep the online offering only. Enrollment in the in-person section has significantly declined over the last three years. He asked if this change would negatively impact student's progress in other programs.

Comments from the committee:

- This would only affect spring semester. An in-person section of PHPM 574 would continue to be available in the fall.
- It was asked if the course was a prerequisite for any other courses. It is a core MPH course everyone is expected to take but it is not a prerequisite for other courses. It would still be available in the spring as an online class.

The committee expressed support for removing the in-person section of PHPM 574 in the spring semester.

- **Other Business and Reminders:**

- Laura Gronewold participated in a faculty learning community related to teaching writing with AI. It is highly recommended that faculty have an AI generated writing policy on their syllabus in the fall.

Comments from the committee:

- The college does not currently have a standard policy. Due to the unique nature of each course, standard syllabus language would need to be very general.
- This topic will be added to the September Education Committee agenda.

Meeting adjourned at 3:06 pm.

Next Scheduled Meeting Date: September 6, 2023 , 2:00 – 3:00 pm, DRACH-A326 or Zoom

***Action Items:**

- John will pull tuition revenue vs. cost-of-teaching data for the college and present it at the September meeting. *(John Ehiri)*
- John will work with MEZCOPH HR and Finance offices to gather TA data from past semesters. He will present this, along with the current TA process/policy, at the September meeting. *(John Ehiri)*

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