



Curriculum Committee Meeting

April 16, 2024

10:30 a.m.-12:30 p.m.

Zoom:

<https://tulane.zoom.us/j/95434937094?pwd=ck9PL042MVVpS0dkUWZFNlh4bzZLUT09>

Minutes

Committee Members in Attendance: Dr. Felicia Rabito (FR), CC Chair; Dr. Yaozhong Liu (YZ), BIOS Rep; Dr. Stephen Murphy (SAM), ENHS rep; Dr. Aaron Hoffman (AH), EPID rep; Dr. Dominique Meekers (DM), IHSD Rep; Dr. Sarah Michaels (SRM), TRMD Rep; Dr. Arthur Mora (AM) HPAM Rep, Dr. David Seal, SBPS Rep

Ex Officio and Advising Attendees:

Dr. Christine Arcari (CA), Sr. Associate Dean for Academic Affairs

SGA Representatives in Attendance: Emma Holsberg, President SGA

I. April 16, 2024, Curriculum Committee Meeting Minutes

- a) There are updates needed to the March minutes. Updates include:
 - i. Reviewing March meeting recording to fill-in question marks.
 - ii. More details are needed following FR's remarks on LOs and competencies and to remove the word "competent" (page 3, bullet 2).
 - iii. Updating date on to March 19, 2024

DM moved to approve with minor revisions discussed. AH seconded the motion. Motion carried by majority quorum (SAM was not present in March meeting to approve today).

II. Curriculum Review

A. Course Reviews

- a) **SPHU 2500: Principles of Professionalism Healthcare** submitted by Joe Keating for initial offering for Spring 2025. The peer reviewers are **Sarah Michaels and Aaron Hoffman**.
 - i. **SRM's comments:** The proposed course number needs updating. The text box at the top of the page should be removed. Instead of



abbreviating HAM, it was suggested to list the minor name (Health Administration Minor). Analyze is a Level 4 verb and Level 1-2 should be used for UG courses. In the attendance policy, it was suggested to detail excused versus unexcused absences. FR noted to remove the word "excuse". CA noted a rubric is needed for "Reflections". AM noted the course title is incorrect and should be listed as Perspective of Healthcare Professions.

- ii. **AH's comments:** AH questioned if it was a rule being applied that the UG-level courses should only adhere to the earlier Bloom's levels. CA replied in affirmation that due to accreditation, we must show a progression of learning, and one way of doing that is with the verbs. For example, 1000-level courses should be level 1; 2000 courses level 2; 3000 & 4000 courses would be up to level 3. AM stated he used the verbs define, recognize, and discuss with the suggested edits to the LO (define the roles...recognize the behaviors, norms, and values....discuss ethical principles...)

AH made a motion to table, SRM seconded the motion. All in favor. Motion carried unanimously.

- b) **SPHL 8000: Principles of Public Health Leadership** submitted by Arthur Mora for initial offering for Fall 2024. This is a required course for the DrPH program. The peer reviewers are **Yaozhong Liu and Stephen Murphy**.

- i. **SAM's comments:** For a doctoral course, please edit the objectives to reflect Blooms 5 and 6. As written, the objectives are all 4-5, which are for masters-level courses. SAM suggested adding rubrics for the major signature activity. Rubrics for the other smaller assignments need more transparency. The description of them offers briefly what you expect, but a rubric would be helpful here too. SAM noted that the assignment due dates were missing from the course schedule and syllabus. SAM questioned if the term "blended" should be used rather than "hybrid" to



describe the asynchronous and synchronous nature of online courses. CA agreed that using blended works better to describe this course. SAM noted there was a typo at the bottom of page 7, this should be updated to "virtual attendance". The course structure attendance statement regarding missed live sessions needs to be added to offer an alternate assignment if missed.

- ii. **YZ's comments:** The learning objectives (LO) #2 and #4 are the same, which maps to two different competencies, YZ noted this is necessary. If the proposer would like to keep this as-is, it was suggested to combine LO #2 and LO #4 into one in the LO table. LO #5 does not have a competency mapped. The syllabus provided still carries a course number of SPHL 7020 and should be updated to SPHL 8000. The signature activities for LO#2 and LO#5 are the same, it was suggested to highlight the specific aspects of the signature activities that assess LO#2 vs. those that assess LO#5.
- iii. **FR's comments:** FR suggested AM meet with CA to review the competencies.

SAM made a motion to approve with minor revisions, YZ seconded the motion. All in favor. Motion carried unanimously.

- c) **SBPS 6610: Local Food Systems & Nutrition** submitted by Keelia O'Malley for standard review. Some changes include a change to course instructor-- Keelia O'Malley (formerly Pia Chaparro) and a change from 2 to 3 credit hours. The peer reviewers are **Arthur Mora and Dominique Meekers**.
 - i. **DM's comments:** LO2 "apply" and "communicate" do not match and should be reviewed. DM suggested specifying each assignment in the "Grading Policy" and listing the number of quizzes. Participation needs to be included in required assignments for transparency. On Page 4, the Midterm paper reflections seems confusing, and it was suggested to remove the word "Mid-term".



- ii. **FR's comments:** LO2 do not meet the competency and cannot be approved as-is. FR suggested proposer to meet with CA to review the competencies. The course review should be sent to CA and FR before peer reviewers for a final review.

DM made a motion to approve with minor changes. AM seconded the motion. All in favor. Motion carried unanimously.

B. Program Review

- a) **MPH in Epidemiology** submitted by Jeanette Gustat for Fall 2025 initial offering. The peer reviewers are **Sarah Michaels and David Seal**.
 - i. **DS's comments:** The revised competency verbs are not MPH level 3-4 and should be updated. In the syllabus, foundation or program competencies that are addressed are not specified. It was suggested to write out the competency. In addition, several components of the required syllabi are not included. DS provided templates. It was noted that EPID 7160 needs to be submitted for a standard review.
 - ii. **SRM's comments:** LO2 in EPID 7120 "appreciate" is not a Bloom's taxonomy verb. It was suggested to modify this to "examine" and to update additional language. There are additional concerns with the EPID 7160 syllabi. How are student grades assessed? Is class participation assessed with in-class assignments? If so, SRM added she would update the title in the assessment of learning and also combine the homeworks to a single line and percent. What are the points allotted to each, how are they assessed? Is there a policy for excused absences? There should be an attendance statement.
 - iii. **CA's comments:** The competencies need to be rereviewed. It is best to table this and resubmit.

SRM made a motion to table, DS seconded the motion. All in favor. Motion carried unanimously.



C. Other Business

- a) FR and DM terms end on June 30, 2024.
- b) The May CC meeting has been moved from May 9th to May 14th 10am-12pm. A revised meeting invitation has been shared with the CC.

Meeting Adjourned. Next Meeting is scheduled Tuesday, May 14, 2024, 10am-12pm.