

Tulane University School of Public Health and Tropical Medicine

Curriculum Committee Meeting- Via Zoom

August 9, 2021

1:00pm- 3:00pm

Zoom

<https://tulane.zoom.us/j/93402338561>

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Minutes

Committee Members in Attendance:

Dr. Felicia Rabito (FR), Faculty Chair
Dr. Amanda Anderson (AA), EPID Rep
Dr. Assafa Abdelghani (AG), ENHS, Rep
Dr. Maya Begaliev (MB), GCHB Rep
Dr. Yaozhong Liu (YZ), BIOS Rep
Dr. Charles Stoecker (CS), HPM Rep
Dr. Latha Rajan (LR), TRMD Rep
Dr. Dominique Meekers (DM), IHSD Rep

Other Faculty in Attendance:

Dr. Sarah Michaels
Dr. Jeanette Gustat
Dr. Mark Del Corso
Dr. Mark Diana
Dr. Danielle Broussard
Dr. Katherine Mills
Dr. David Hotchkiss
Dr. David Seal

Ex Officio and Advising Attendees:

Dr. LuAnn E. White, Sr. Associate Dean
Dr. Angela Breckenridge, Curr. Dev & Assessment

- I. **June 7, 2021, Revised Curriculum Committee Meeting Minutes- CS made a motion to approve. AG seconded the motion. Motion carried unanimously.**
- II. Curriculum Course Reviews
 - A. Foundational Courses:
 1. **SPHL 6020- Foundations of Public Health (Lead Faculty, Sarah Michaels, Peer Reviewers- CC) SPHL 6020 was submitted for final course review.** Dr. Michaels provided a brief overview of the course. LW added that SPHL 6020 was designed to fulfil D1 competencies as a basic level of awareness and is a requirement for anyone receiving a degree from the SPH. CS commented that Dr. Michaels added rubrics for the presentation and discussion board; the learning objectives are mapped well. CS added he assisted Dr. Michaels with completing contact hours. YZ stated the course was structured well and he was impressed by the student's evaluations from Fall 2020 to Spring 2021. CS noticed an instructor addressed some of the concerns from the students and the trajectory is excellent. YZ stated the overall comments from the students were good. AA mentioned two minor things on the course review form on page 1. AA added on Page 1 the Master of

Science Program also requires this course and recommended Dr. Michaels to add this to Page 1. Also, on Page 1, it is indicated as a new course offering but it is a standard course review. AA mentioned the comments from the evaluations jumped out but were previously addressed by YZ. AA suggested more TA support, based on the student feedback about the instructor's workload. LW added there may need to be more TA support, but it isn't the student's responsibility to comment on faculty course load. LW commented the TAs may need more training or there may be a need for more TAs. Dr. Michaels commented the TAs for this course were new. FR asked for motion. **CS motioned to approve; MB seconded. Motion carried unanimously.**

2. **SPHL 6060- Epidemiology for Public Health (Lead Faculty, Jeanette Gustat, Peer Reviewers- CC), SPHL 6060 was submitted for final course review.** MB commented overall very positive feedback on the course review. The signature assessments are very high in quantity. MB asked if there should be less signature assessments. FR asked LW to elaborate on the correct amount of signature assessments. LW commented CEPH is very picky that they are aligned and are analyzed. CEPH only requires one, but it must fulfill the competency. The signature assignments fulfill the competency. It's not incorrect to have more if they all fulfill the competency. Dr. Gustat commented the table lists the signature assignments that meet the competency. LR mentioned she was confused about the final project. It's listed in the online syllabus but not the on-ground syllabus. Dr. Gustat stated that the on-ground syllabus has exercises but does not have the final project. The online syllabus does not have exercises but has the final project. YZ commented on Page 3 of the syllabus on the table the total does not equal to 100% but only 93%. FR pointed out there are no major issues with the course, but it should be reflected differently that the courses are separate. There should be two separate syllabi. FR asked for motion. **LR motioned to approve with minor revisions; DM seconded the motion. Motion carried unanimously.**
3. **SPHL 6070- Health Systems, Policy and Management (Faculty, Mark Diana, Peer Reviewers- CC) SPHL 6070 was submitted for final course review.** AA commented in Section 5 the course review, Evaluation Methods, is blank but listed on the syllabus. AA recommended to copy and paste the syllabus in this area. AA added page 8 of the on-ground syllabus, the assessments/assignments were blank. AA updated this should not be blank. This area is used to double check what it is mapped to, in terms of the learning objectives maps to what is listed on the course review form. Dr. Diana mentioned this is blank because this area will vary based on the instructor. LR added about learning objective #6. Dr. Diana pointed out there are 7 learning objectives total but there is a typo. LW added the D2 competencies are split between 6070 and 6080. The two groups did some minor shifting of the competency that would fit better on how each course was designed. AA update the student evaluations were very positive for the course. YZ added the instructional time calculations are not included in the

syllabus for each assignment. LW mentioned the instructional time really applies to the online program since they do not meet face to face. FR recommended materials should read “instructional time for online courses”. LW agreed and commented online, and hybrid courses require instructional time. Dr. Diana suggested YZ may be looking at an old syllabus because he did not recall being asked to submit materials for instructional time. LW updated the course should be aligned with what every instructor is doing, and the instructors should teach the same things. FR commented for every course, not on ground, needs an explanation of instructional time. YZ asked the signature assignments to be categorized under the buckets that are in the syllabus. Dr. Diana agreed and will make changes. MB asked the CC not to submit any items not from faculty. FR agreed and asked for a motion. **CS motioned to approve with revisions. The revisions include naming the document for instructional time, correcting the typo in the number in learning objectives, completing the schedule at the end of each syllabus. MB seconded the motion. Motion carried by majority.**

LW thanked the CC for reviewing the Foundational courses. AG commented that LW has been exceptional with assisting with the Foundational Courses.

B. Course Review

- 1. EPID 6350- Implementation Science in Health (Faculty, Katherine Mills, Peer Reviewers- Maya Begaliev and Yaozhong Liu) EPID 6350 was submitted for final course review.** MB stated the course was excellent and recommended approving without revisions. YZ agreed with MB the course was exceptional. **YZ moved to approve, MB seconded the motion. Motion carried unanimously.**
- 2. HPAM 7210- Quality and Business Statistics (Faculty, Lizheng Shi, Peer Reviewers- Latha Rajan and Assafa Abdelghani) HPAM 7210 was submitted for initial course offering.** LW commented Anne Marie France cannot be the responsible faculty. CS updated the new responsible faculty will be Lizheng Shi. LR questioned if this was a required course, because it is not listed in the course catalog. LW commented that the course should not be in the catalog since it is not approved yet. AG added page 3 of the course review states the course is once per week, but it is once per month. In addition, AG added, the course is technically a hybrid course but listed as an online course in executive format. AG would like to see a breakdown of a day’s instructional plan, hour-by-hour. LW pointed out that the course needs instructional time. CS added the instructional time is there. FR asked for a motion to approve. **LR made a motion to approve, FR added with the possibility of submitting AG’s suggestions to include a cover sheet explaining the “special” format for this course and a breakdown by hour for one class day, MB seconded the motion. Motion carried unanimously.**

- 3. HPAM 7220- Positive Organization and Design and Development (Faculty, T.J. Stranova, Peer Reviewers- Maya Begalieva and Amanda Anderson) HPAM 7220 was submitted for initial course offering.** CS updated T.J. Stranova will be the responsible faculty. AA noted she did not have the opportunity to fully review the course. AA added Page 2 of the course review form, the course is listed as “O” for other instead of Executive Format. FR asked LW for clarity. LW confirmed this should be consistent and if it is Executive Format, it should reflect that on the document instead of “other”. AA asked if this course will be consistently offered in the Fall. CS added he is unsure if it will be offered in the Fall due to the physician and organization schedule, as it relates to COVID-19, since they are contracted with Ochsner. AA added due to this, it seems more appropriate to keep this course listed under “O”. AA added the class meeting per week need to be updated. AA added as a required course for the MMM, the program competencies should be listed on the table for Section 4. CS commented he thought the area was left blank. MB confirmed Section 4 does not apply to the CC. **FR updated Section 4 should be removed from Standard Course Review Form since Section 5 is completed by the faculty of record.** AA commented the learning objectives are nice. AA added on the schedule on the syllabus, the 4th column title indicates the numbers listed are the program competencies for the MMM and not the 7210 learning objectives. MB added all her concerns were addressed. MB added TJ Stranova needs to be added to Instructor on Page 1 and on Instructor Credentials on page 7 of course review. LW stated that all instructors teaching should be listed on the form in both places. AA added, MMM program competencies should be listed in this course for section 4. **MB made a motion to approve with minor revisions; AA seconded the motion. Motion carried unanimously.**
- 4. IHSD 6130- Health Economics in Developing Countries (Faculty, David Hotchkiss, Peer Reviewers- Charles Stoecker and Latha Rajan) IHSD 6130 was submitted for standard course review.** LR updated it is a well-done course. LR suggested to Dr. Hotchkiss to add a rubric and Dr. Hotchkiss obliged. CS suggested, although not required, for Dr. Hotchkiss to provide a single signature assessment. Dr. Hotchkiss revised and sent changes to reviewers. Peer reviewers were overall happy with changes submitted by Dr. Hotchkiss. FR asked for motion. **CS made a motion to approve; LR seconded the motion. Motion carried unanimously.**
- 5. IHSD 6830- International Health Policy (Faculty, David Hotchkiss, Peer Reviewers- Maya Begalieva and Assafa Abdelghani) IHSD 6830 was submitted for standard course review.** AG commented the course is well organized, easy to read and the syllabus is clear. Number six on page 1 was incomplete. AG asked Dr. Hotchkiss to provide a rubric or description for assignments so the students can know how they are evaluated. MB addressed

learning objectives and Dr. Hotchkiss made the changes quickly. The peer reviewers were satisfied with the changes. Dr. Hotchkiss commented he submitted the grading rubric and added some descriptive criteria. **AG moved to approve; MB seconded the motion. Motion carried unanimously.**

6. **SBPS 6810- Community and Public Health Education (Faculty, Mark Dal Corso, Peer Reviewers- Amanda Anderson and Assafa Abdelghani)** (Tabled from June CC meeting) **SBPS 6810 was submitted as a new course for approval of initial offering.** Dr. Dal Corso updated the changes that were addressed included rubric updates, questions from CC about topics mentioned in the course evaluation (students were already familiar with them), in addition to changes to syllabus, and LW's comments from the June CC meeting. AA added her comments were addressed in the June CC meeting. AG asked if this was a new course. Dr. Dal Corso confirmed this was a new course and should not be reviewed as an add-on to SBPS 6800**AG moved to approve; AA seconded the motion. Motion carried unanimously.**
7. **SBPS 6360- Sexual Health- A Public Health Perspective (Faculty, David Seal, Peer Reviewers- Dominique Meekers and Yaozhong Liu)** **SBPS 6360 was submitted for standard course review.** DM updated it is a well put together. The course description was very short, not enough information and some of the comments reflected this from the student's evaluations. In addition, DM mentioned there were some minor concerns about the grading. All comments from reviewers were addressed and updated. YZ added there was nothing additional. **YZ moved to approved; DM seconded the motion. Motion carried by majority quorum. (LR not present for this course review.)**
8. **SBPS 7280- Qualitative Methods I: Basic Foundations (Faculty, David Seal, Peer Reviewers- Latha Rajan and Charles Stoecker)** **SBPS 7280 was submitted for standard course review. Tabled for September meeting due to time restraints.**
9. **SBPS 6150- Taiwan Strategies to Community Health Practices (Faculty, David Seal, Peer Reviewers- Assafa Abdelghani and Dominique Meekers)** **SBPS 6150 was submitted for standard course review.** AG and DM agreed the course was excellent and no additional changes or feedback. **AG moved to approve; DM seconded the motion. Motion carried by majority quorum. (LR not present for this course review.)**
10. **SBPS 6490- Key Policies in Maternal and Child Health (Faculty, Danielle Broussard, Peer Reviewers- Charles Stoecker and Dominique Meekers)** **SBPS 6490 was submitted for standard course review.** CS and DM agreed the course was excellent and no additional changes or feedback was needed. **DM**

moved to approve; CS seconded the motion. Motion carried by majority quorum. (LR not present for this course review.)

- III. New Business-** FR added this is Dr. White's last CC meeting. The entire CC appreciates your support and dedication throughout your tenure with SPHTM. Everyone will miss you. LW thanked the CC and added if anything is needed, do not hesitate to contact her.
- IV. Old Business-** N/A
- V. For the good of the order-** N/A

Meeting Adjourned. Next Curriculum Meeting – September 13, 2021, In-person, Room 2414, 1:00pm-3:00pm