



May 3rd Curriculum Committee Meeting

Zoom: <https://tulane.zoom.us/j/95434937094?pwd=ck9PL042MVVpS0dkUWZFNlh4bzZLUT09>
10:00am- 11:00am

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 Begalieva (MB), SBPS Rep
Dr. Yaozhong Liu (YZ), BIOS Rep
Dr. Charles Stoecker (CS), HPAM Rep
Dr. Latha Rajan (LR), TRMD Rep
Dr. Dominique Meekers (DM), IHSD Rep

Ex Officio and Advising Attendees:

Dr. Katherine Andrinopoulos (KA), Dir. of Doctoral Programs
Dr. Christine Arcari (CA), Sr. Associate Dean Academic Affairs

Other Faculty in Attendance:

Ronald Blanton
Katherine Mosier-Johnston

Curriculum Review

A. Program Review

- a. **PhD in Tropical Medicine- submitted by Dawn Wesson for modified review. The peer reviewers are Dominique Meekers and Maya Begalieva.** Dr. Meekers suggested the objectives to be reworded to identify what the program will achieve. DM pointed out there is a 7th competency listed in the D3 table, and simply needs to be removed. In addition, a request for clarification around the Infectious Disease Seminar and the need for students to take the course twice, the participation, and if this seminar is a zero-credit hour seminar. There was discussion about the comprehensive exam but not clarity about an oral exam versus an oral defense of the written grant proposal. There were no changes recommended for the approval of this program outside of clarifying if this is an oral exam or an oral defense. DM recommended rewording the first two sentences under Comprehensive Exams section. CA suggested changing TRMD 9990 to 0 credit hours and removing the TRMD 9990 sentences under the model schedule table. FR noted to make sure this is done in the previous PhD reviews, as well. DM noted the 4th competency in table D3 was not listed on page 3. MB added in table D3 the specific assessment opportunity is not specific to the competency. CA explained to Dr. Blanton to select one, for example, like the 6th competency SPHL 8080. AA added in the last PhD reviews, it was required that any course that was listed in Tables B, C, and D need to be listed in table D3. FR suggested selecting one assessment, describe what it is, and show that the competency has been assessed. LR suggested to add a column in the D3 table to list the required courses and



the 3rd column shows the one selected course that meets the program competency. MB suggested to rename “specific assessment” otherwise it can be misleading. FR asked the CC if they agreed with the middle column option suggested by LR and listed as follows, 1st column: Competency; 2nd column: Courses in which competency is covered; 3rd column: a specific assessment opportunity-- All agreed. The CC agreed not to vote today and to submit an e-vote once revisions are completed.

Tulane University School of Public Health and Tropical Medicine

Curriculum Committee Meeting

Reynolds Conference Room-2401

May 10, 2022- 10:00am- 12:00pm

Zoom: <https://tulane.zoom.us/j/95434937094>

Draft 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), SBPS Rep
Dr. Yaozhong Liu (YZ), BIOS Rep
Dr. Charles Stoecker (CS), HPAM Rep
Dr. Latha Rajan (LR), TRMD Rep
Dr. Dominique Meekers (DM), IHSD Rep
Amanda Hercules (SGA Representative)

Other Faculty in Attendance:

Sarah Michaels
Kenneth Orié
Julie Hernandez
Diego Rose

Ex Officio and Advising Attendees:

Dr. Katherine Andrinopoulos (KA), Dir. of Doctoral Programs
Dr. Christine Arcari (CA), Sr. Associate Dean for Academic Affairs
Susan Cantrell, Enrollment Manager

- I. **April 12th and May 3rd, 2022, Curriculum Committee Meeting Minutes- MB made a motion to approve, CS seconded the motion. All in favor; motion carried unanimously.**
- II. **Curriculum Review**
 - A. **Foundational Course Review**

SPHL 6020- Foundations in Public Health submitted for standard review, next offering Summer 2022—submitted by Faculty Sarah Michaels. All members of the Curriculum Committee reviewed this course as peer reviewers. SPHL 6020 was reviewed in May 2021. There was a change in the contact hours, signature assessments, and midterm and final exams were added. Updates also included, aligning the online and on-ground courses. AG asked if there was a waiver for the SPHL 6020 course.

CA—the challenge exam policy needs to be modified to if any student has a bachelor's or a master's degree from an accredited school of Public Health, they will be waived from the course. The student(s) are still responsible for taking 3 credit hours in place of the waived course. FR requested the new policy to be

added to the course description. CA added this is being reviewed by the Academics Standard Committee and the changes cannot be added yet. CA- for the upcoming challenge exams (May 18th and June 24th) CA plans to start waiving students that has a bachelor's or master's from an accredited Public Health school. As of now, the only students that can sit for the exam are people who have a public health degree. The students who should sit for the challenge exam are those that do not have a public health degree or public health degree from an accredited school or program.

FR asked Dr. Michaels to add an online faculty lead, even if this means listing Dr. Michaels as on ground and online faculty lead.

AA suggested adding the challenge exam option in the course review. CA commented the criteria is not finalized yet on who can take the challenge exam but agreed it should be added to the course review.

LR suggested adding the Challenge exam policy to the class schedule as well with the contact person. On page 6, the final grade distribution needs to be corrected to +/- grades.

YZ asked if the online and on-ground course are allowed to have variations, for example. CA confirmed they don't have to be the same, but for accreditation purposes, the differences must be mapped to the competencies. For example, if there's one signature assignment for all classes, only one assignment will be shown. If there are variations between the different sections that are offered, every assignment must be shown.

FR asked Dr. Michaels to explain a scenario and how long it takes to complete? Dr. Michaels explained these are group work activities—all signature assignments are, discussions on one day, students have a week to prepare and present the results of the assignment. FR asked Dr. Michaels to include more detail in the collaborative learning activity area about the scenarios.

MB made a motion to approve with minor changes, CS seconded the motion. All in favor. Motion carried unanimously.

B. Course Review

- a. **HPAM 7230- Decision Models, Informatics, and Market Analysis submitted for initial review for Executive Session 2022 – submitted by Faculty Charles Stoecker. The peer reviewers were Yaozhong Liu and Amanda Anderson.**

YZ requested clarification on the contact hours. The learning environment table percentage are incorrect. Other comments included multiple activities are in the course but there are no rubrics. CS submitted rubrics but 2 rubrics are missing.

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

- b. **HPAM 7240- Strategy Transformational Change submitted for initial review for Executive Session 2022—submitted by Faculty Charles Stoecker. The peer reviewers were Assafa Abdelghani and Maya Begalieva.**

AG commented the header for the HPAM 7240 syllabus had HPAM 6930 listed instead of HPAM 7240 and this needs to be corrected.

MB commented there are 8 learning objectives—the CC only requests 5. CS added each learning objective does a separate thing and he prefers to keep all

8. MB approved with minor revisions. AG seconded the motion. All in favor. Motion carried unanimously.

- c. ENHS 6960- Public Health Law submitted for standard course review, next offering Fall 2022-- submitted by Faculty Kenneth K. Orié. The peer reviewers were Charles Stoecker and Dominique Meekers.**

DM commented the course is being offered online to increase enrollment. In the original submission, Dr. Orié checked the academic rigor for both master's and doctoral level. This has been revised to indicate master's level only. There were inconsistencies on the step 3 form and the syllabus with the evaluation methods—not adding up to 100%; this has been clarified in the revised course review. The learning objectives table had little detail about what the signature activities were; this has been clarified in the revised submission.

CS commented there are a few outstanding issues. The assignments have details but there are multiple signature assessments. CS recommended Dr. Orié to delete the second detail. CS requested a rubric for the written paper. CS requested a breakdown between the oral component of the research paper and the written component. All the points are associated with the written components. CS suggested reviewing this. Dr. Orié updated he would split 10% for oral and 10% for written. CS requested this to be added to the syllabus and rubric.

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

- d. IHSD 7200- Sustainable Human Development: Theory and practice submitted for initial review, initial offering Spring 2023—submitted by Julie Hernandez. The peer reviewers were Latha Rajan and Assafa Abdelghani.**

There was an initial review of the course was in October 2021, one of the comments was to change this from an 8000-level to a 7000-level course, other comments included details in learning objectives table and a request for rubrics. AG thought the course review and description are excellent. The course includes many important topics to be covered. AG had a few minor corrections with language that needs to be updated and will send notes to Dr. Hernandez.

LR commented the course review is not on the new course review form and should be updated. Most comments from the October 2021 meeting were addressed except 2. The signature assessments (#5) in the learning objectives table does not have enough detail. The rubrics are not included for the major assessments. The course review (page 2) and syllabus say this course is offered in both FA22 and SP23. Dr. Hernandez updated IHSD 7200 will be offered in SP23, and she will make the changes. LR added the footer date of syllabus reads 'July 23, 2021' and needs updating to current review date.

AA asked about the response papers listed as optionally the students can provide one paper. In the past, Dr. Hernandez allowed the students to keep the 2 best grades and will make a note of this on the syllabus so it's clear.

LR made a motion to approve with minor changes, AG seconded the motion. All in favor. Motion carried unanimously.

C. Program Review

a. MSPH in Nutrition- submitted for standard review by Faculty Diego Rose. The peer reviewers were Charles Stoecker and Latha Rajan.

Dr. Rose updated the Dean has been pushing the department to reduce the number of MPH programs. He wanted a signature MPH program per department.

LR comments included the biggest issue is the mapping of the competencies, there are no details for the signature assignments. It was recently decided to list all the courses that meet a competency but only write a specific assignment for one of them. In the 2nd column the courses should be listed. In the 3rd column, you take one course and list a specific assignment-- one assignment per competency (FR will follow up with CA on if this is required). The assignment that reads 'written assignment' needs more details. LR suggested removing or modifying a sentence in 2b "Since our program focuses on advocacy, policy, and programmatic approaches to improving nutrition rather than nutrition science" due to the revised program focusing on nutrition science. LR suggested adding the ILE to #5 in graduation requirements. Page 5 'Public Health Nutrition Track' needs to be removed. Dr. Rose agreed. LR added the format for the D1 Program Enrollment and Recruitment Efforts has changed and needs to be updated on page 10.

CS commented the footnote is confusing. There is an 'instead' that can be misinterpreted. The current MSPH program only required 14 with the 0-credit capstone. CS suggested the table to read 14-21 hours. Dr. Rose added initially, the seminar was required but the footnote was included for students to understand instead of fulfilling the ILE requirement, they can take the course, or the 0-credit. Dr. Rose commented he will remove the footnote, totaling 15 credits. Dr. Rose also agreed to remove the line on page 5- section 2c.

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

III. For The Good of the Order

- a. CC meeting dates for Fall 2022: The CC e-voted, and the Fall meeting dates are the 1st Wednesday of each month beginning August 3, 2022, 9am-11am.**
- b. No meetings will be held in June and July 2022.**