



Curriculum Committee Meeting
Reynolds Board Room-2401
April 12, 2022
10:00am- 12:00pm

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
Nnenna Ukpaby (SGA President)

Ex Officio and Advising Attendees:

Dr. Katherine Andrinopoulos (KA), Dir. of Doctoral Programs
Dr. Alicia Battle (DB), Assoc. Dean for Online Programs
Dr. Angela Breckenridge (AB), Coordinator of Curriculum and Program Assessment
Dr. Christine Arcari (CA), Sr. Associate Dean for Academic Affairs
Susan Cantrell (SC), Enrollment Manager

Other Faculty in Attendance:

John Lefante
Joseph Keating
Tewodros Godebo
Ronald Blanton
Tiong Aw

Faculty not in Attendance:

Emily Harville
Eric Dumonteil

I. March 8, 2022, Curriculum Committee Meeting Minutes – DM made a motion to approve March CC minutes, AG seconded the motion. All in favor; motion carried unanimously.

II. Curriculum Review

A. Certificate Review

a. Proposed Undergraduate Certificate in Latin American Studies for Public Health

Majors- Faculty, Joe Keating; the CC are the pre-reviewers. Please Note: This certificate is NOT an SPHTM certificate. This is an FYI; the role of the CC is to approve (or not approve) the appropriateness of this certificate for our undergraduate students (and not to redesign the certificate plan of study). The administration of this certificate will be with the Stone Center. Joe Keating shared this was Stone Center's initiative and it's not



up to the SPHTM CC on whether to administer the certificate. The Stone Center is asking to sign an MOU stating that SPHTM will teach some of the classes that count towards that certificate each semester. This isn't a problem since it is being done already. AG asked if this would have to go through NTC curriculum committee. Joe Keating replied yes, we are waiting for any questions/concerns from the SPHTM CC before review of the NTC committee.

B. Course Review

- a. ENHS 8200- Environmental Health Methods submitted for initial review—Spring 2023- Faculty, Tewodros Godebo; the pre-reviewers are Dominique Meekers and Maya Begaliev** DM comments included this is a strong course where students can apply skills and use them in the job market. Additional comments included-- there is use of different terminology in the signature assignments. There are several assignments that contribute to the final paper; each of the assignments are the key signature activity. DM suggested Dr. Godebo to clarify that there are separate assignments and the final paper. In addition, in the rubric, it reads that the research papers are weighted equally this should be reviewed.

MB agreed with DM's comments, the assessments are not clear. Also, there is no mention of Environmental Health topics except in the title. MB suggested this to be added in the description. MB added the schedule was generic; other faculty may contribute. But there is no name or a lecture in their schedule, so it is not clear on how they contribute. Dr. Godebo replied he is the lead instructor. The PhD students can pick who they would like to work with depending on the research topic. Depending on the topic, they will be assigned to the faculty and the final assessment will be given to Dr. Godebo. MB asked this to be added to the review.

FR commented she had the same observation. FR asked if the PhD program, in general, have research methods. FR asked if there is a course that all PhD students take? KA added not one global research method. FR added it could be clearer how the grades are structured.

DM moved to approve with minor changes, MB seconded the motion. All in favor; motion carried unanimously.



C. Program Review

a. **PhD in EPID (48 hours) submitted for initial/modified review— Faculty, Emily Harville;**

The peer-reviewers are Dominique Meekers and Yaozhong Liu. DM's comments included the mission statement seemed generic and could apply to any department. It should be more specific to Epidemiology. Also, the program objectives do not relate to training. In 2A, the objectives appear to be relating to the department and suggested these objectives be moved to the program objectives. There was a question about the school's policy on the GRE requirement. The understanding is that individual departments could require this if they chose to. It is unclear how often the comprehensive exam is offered. It says it is offered once per year but then it says if a student does not pass, they can retake it the next semester. FR commented it is offered once per year and for students who did not pass it will only retake the portion that they failed.

YZ's comments included several Ph.D. core courses in the EPID program (BIOS7060, EPID7000, EPID7170, EPID7220 and BIOS7150) appear to be also the required courses of the master programs (MPH of EPI, MS of EPI and MS of Clinical Investigation) of the EPID department. CA noted the master's program will be revised over the summer and the courses will be removed from the program. FR asked if the 18 hours of advanced coursework is allowed to be required in both the master's and doctoral coursework. CA commented the courses listed in Table B and C are where the 18 credit hours of advanced doctoral work are listed—this is what will be removed from the master's degree. Courses listed in Table A is expected for a student to have coming into the program at a master's level, these courses can also be in the master's degree.

DM moved to approve with minor revisions, AG seconded the motion. All in favor; motion carried unanimously.

b. **BS, BSE, or BA/MS in Tropical Medicine combined degree submitted for initial review--**

Faculty, Eric Dumonteil/Ronald Blanton; the pre-reviewers are Assafa Abdelghani and Amanda Anderson. AG commented the revisions were made to the combined degree review and he was happy with the changes. AA's comments included the description was over 120 words. Also, it did not specify which students were eligible for the



program. There were parts of the review that did not have model course schedule for each component. The MS program, the core courses, the program specific courses and a model course schedule were added for both degrees. There were minor differences in wording between the competencies when they were listed and the competency mapping table. All issues were addressed and corrected—revised materials were submitted. Dr. Keating added the Dean and Senior Associate Dean at the School of Liberal Arts has not agreed to including all SLA students. Therefore, the combined degree program is limited to Science and Engineering students.

AA made a motion to approve, AG seconded the motion. All in favor; motion carried unanimously.

- c. **PhD in BIOS (48 hours) submitted for initial/modified review-- Faculty, John Lefante; the pre-reviewers are Latha Rajan and Maya Begaliev.** LR asked if all required courses should be added to the competency mapping table? A PhD core course is missing from Table B —EPID 7120. CA confirmed this was the only course missing from Table B and it should be mapped- 9970 and 9990 should not be mapped.

Dr. Lefante added 9970 and 9990 are big competencies and feel that the PhD students should have the ability to develop methods—students get this in the dissertation, not in a course. CA added the coursework is providing the foundation for students to develop methods. The proof this is being done is in their dissertation. Dr. Lefante added he will list the coursework that develops the methodology. FR noted this says specifically “to develop new statistical and scientific methods” which is different than the coursework. MB comments included, the degree completion table (page 13) seems inaccurate and to verify the numbers upon revising. Revisions should include the mapping of EPID 7120, redo the degree completion table, and rewriting the competency.

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

- d. **PhD in ENHS (48 hours) submitted for initial/modified review-- Faculty, Tiong Aw; the pre-reviewers are Yaozhong Liu and Charles Stoecker.** YZ questioned the advanced coursework tables. CA responded in comparison to PhD in EPID, the PhD in ENHS has the least amount of required coursework; but the 18 credit hours of advanced coursework are being met. Dr. Aw added for the elective courses-- if the 7000-level



courses are part of the master's program it is not counted towards the Doctoral level credit hours. CS commented this was well put together and he did not have any comments. **YZ made a motion to approve, CS seconded the motion. All in favor; motion carried unanimously.**

- e. **PhD in HPAM (48 hours) submitted for initial/modified review—Faculty, Charles Stoecker; the pre-reviewers are Assafa Abdelghani and Amanda Anderson.** AA's comments included an expansion of the evidence of need. In addition, table 3A is now completed with the number of credits and the concentration for the doctorate. In table 3B, there is additional detail added as to the areas of specialization that students can focus on, AA suggested minor wording change to the first competency. In the tables, typically the A, B, and C tables there was unclear language "a certain course or equivalent". CS clarified if they have master's degrees in Economics where they may take Econometrics instead of Biostatistics this may be equivalent and meet that criterion. Syllabi for all Table B courses are now attached. The completion rate table does not appear to be updates and should be included with revisions. In Table B, the PhD core courses, and the concentration specific courses should be mapped. KA added for admission requirements, there should a statement that a Baccalaureate degree is required. FR suggested editing Table B, PhD core courses EPID 7120 does not need to be there since it is not beneficial to the HPAM students. KA added the EPID 7120 course should be replaced with another methods course that is beneficial to the HPAM PhD students.
- AG made a motion to approve with minor revisions, AA seconded the motion. All in favor; motion carried unanimously.**

III. For The Good of the Order

- a. **PhD in Clinical Investigation was presented to the CC in the March 8th CC meeting and approved with revisions. Dr. Amanda Anderson submitted revised materials March 22, 2022. The revised materials were approved on March 31, 2022, by e-vote.**

IV. New Business

- a. CS commented the school has 2 requirements required of all PhD programs to have an EPID and BIOS course. He suggested there be one uniformed competency rather than it being the responsibility of the individual programs to decide. For example, the Grant



Writing and Pedagogy courses are requirements in which competencies were made up by the school. CA commented the Grant Writing and Pedagogy courses are courses that are required. The other requirements do not list a specific course that a PhD program must use. It says that there must be a methods course and a BIOS course, the courses can differ by concentration. KA read the policy on the requirement, “All PhD students are required to achieve at least one course in Epidemiology and one course in statistical methods beyond Introductory Public Health core courses in Biostats or Epidemiology. Options for fulfilling these requirements are defined by each program and approved by the curriculum committee.” CS reiterated that the school is asking HPAM to come up with a competency that requires Epidemiology. It is an elective spot that is a requirement of the school. FR added this is an important point by CS. The competency should be written by the department. The EPID course selected by the department should be reflective of the training required for that program. If there is no need for the EPID course for HPAM doctoral students, why is it required? CA added this should be discussed in a separate meeting. As of now, we must follow the policy that is on the books right now.

- b. KA presented items for the CC to consider:
 - i. Dissertation Research 9990- serves as a placeholder to maintain continuous enrollment for the PhD program. Currently, it appears as 2 credits on the transcript but doesn't have a didactic component. **After reviewing this, KA discussed reducing the credit hours from 2 credits to 0 credits** so that it maintains full-time enrollment. This also allows support for students to work on studying, passing their comps, and the development of their Prospectus. But it will not carry the financial burden of a 2-credit course. **Dissertation Research 9970- will remain as 0 credits but will be renumbered. CA added the 9990 and 9970 courses will change from departmental to SPHL courses.**
 - ii. **A TA requirement is being incorporated as a requirement for the Doctoral curriculum. This has been included in the modified program reviews. KA proposed the creation of an Educational Teaching Assistant course for 0 credit hours for students to register as part of their curriculum. FR noted it will be documented in the minutes, but the CC does not need to act on the**



administrative changes. CA recommended this as an SPHL course. KA noted the 2 TA courses are unpaid as part of the doctoral curriculum; students can choose to TA outside of this for a stipend.

- c. CA notified CC that the deadline for course catalog edits has ended. Approved courses and programs can be offered but it will not be visible in the catalog.
- d. CA notified CC that an additional change in the catalog is the terminology “Joint degree” is now changed to “Dual Degree”. Joint Degree is a combined study but one-diploma, Dual degree is two diplomas and has shared credit hours.
- e. FR notified the CC that Avery will send a Poll with available days and times for the CC to vote on meeting day and time for Fall 2022.
- f. TRMD PhD review did not make it to the April CC meeting. CA gave a deadline of April 22nd for the TRMD department to submit the program for review-- to submit to the Graduate Council by May 4th. FR asked Avery set up a 45-minute meeting on May 3rd at 10am to discuss the TRMD PhD program review

Next Curriculum Meeting – May 10, 2022, Reynolds Conference Room-2401, 10:00am-12:00pm