

Tulane University School of Public Health and Tropical Medicine

Curriculum Committee Meeting

Reynolds Conference Room-2401

March 8, 2022- 10:00am- 12:00pm

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

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)

Other Faculty in Attendance:

Susan Cheng, Associate Dean for Public Health Practice
Richard Oberhelman, Associate Dean for Global Health

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, Enrollment Manager

- I. **February 8, 2022, Curriculum Committee Meeting Minutes-** LR commented on page 3 in the minutes read 'course advisor'. CA confirmed this should be 'course instructor' instead of course advisor. DM made a motion to approve, AA seconded the motion. All in favor.
- II. **New Business**
 - i. **APE (Practicum) Implementation Proposal presented by Susan Cheng-** The purpose of the practicum is to apply Public Health practice in the field. It should demonstrate the competencies of a practice degree and it should be an audience that benefits from the work. Research can count as a practicum or applied practice experience but there needs to be an application of the findings or the research to practice. For example, the findings are presented to an audience for community education, the findings are used as the basis for the development of a policy resolution or proposal, the findings are used to establish new standard of care or standard operating procedures, or analysis contributes to surveillance measures for local health department or hospital/clinics to help evaluate response. It is not ok if findings contribute to a manuscript submitted for publication without an application to practice, or data

management/analysis does not contribute to application and is solely for purpose of research, or there is no clear application or work product of the APE. There should be a community partner or academic partner where application of research is a benefit to the partner organization. The Practicum need to fulfil 5 competencies that are demonstrated by work products and internship activities; at least 3 foundational competencies and 2 concentration competencies. There are requirements for students to document their Practicum work. These requirements include timesheets with a description of activities completed during hours, a final report, work products uploaded to Portfolium (new goal for 2022-2023), and evaluations (student and preceptor). A new goal is to start doing internships as a Canvas course. There is a pre-practicum Canvas course and there is a Canvas course for the Practicum itself. The Pre-Practicum Canvas course will include a searchable database, resources, templates, handouts, and any forms that students need. The Practicum Canvas course is where students will upload their timesheets, final report, work products, and evaluation. FR asked if there were plans to distribute the new information to the faculty that are advising the students. Dr. Cheng commented this information will be provided in the workshop on March 15th but it has not been distributed yet. CA added that she would like to add minor revisions including redefining the research component, so this is not misinterpreted. The purpose of the Practicum experience is to be in a public health setting and not a community setting.

DM asked if a student worked at the CDC and drafted a new policy, would the CDC be okay with the student sharing that policy while it's in draft format? CA answered there is an agreement with the organization while planning the practice experience allowing the student to share their work products.

CA asked Dr. Cheng to record the orientation and send out to everyone so that all faculty will have access. FR requested the CC reps to bring this information to their departments and to go over this at the next faculty meeting providing the summary document from Dr. Cheng.

LR asked if students can do their Practicum outside of Tulane. Dr. Cheng added students can do their Practicum abroad, if they are in countries that are deemed safe. CA contacted CEPH regarding the emergency flexibility that was built in during COVID-19 and these procedures are still in place.

- ii. **Study Abroad Exchange Program for Tulane MPH Students and master's degree Students from NTU Proposal presented by Richard Oberhelman-** National Taiwan University was selected because it is one of the few international CEPH accredited schools of Public Health. The Public Health program is based in the College of Public Health at NTU and offers a Global Health program. The Global Health program is mostly designed for international students from all over the world. In addition, there is an MPH program, mainly taught in Chinese, a few in English. The Global Health program is taught in English. The proposed semester abroad program is open to MPH students who are in good standing and have completed at least one semester of course work at Tulane. Based on CEPH guidelines, students complete up to 49% of their academic credits at another CEPH accredited university allowing Tulane to accept those credits toward their credit hour requirement. One of the benefits

of this program is that there is no exchange of money with the other institution, students are billed by their home institution while taking coursework at the partner institution. Tulane students would pay tuition to Tulane while abroad at NTU and NTU students would pay tuition at NTU while taking courses at Tulane. This arrangement allows students to maintain their eligibility for financial aid. The current limit proposed for students is 4-5 students per year, for now. Interested students would need to apply for the study abroad program the semester prior to the study abroad semester. The process for reviewing applications and determining who would be accepted into the program is being worked out. The courses that are offered in English and related to Public Health would be selected based on input from Dr. Oberhelman and the student's academic advisor. NTU has provided a list of courses taught in English and indicated the semesters when each is offered. Coursework taken by Tulane students at NTU will be counted as broad elective credits that count towards the 42 or 45 credit hour requirement, but do not count toward fulfillment of required courses unless except when a student petitions to count a specific course toward a degree requirement, with documentation approved by the professor for the corresponding Tulane course and by the department chair. Semester 1 will be from early September to late December; Semester 2 is from late February to mid-June.

Tulane's Registrar has agreed to create placeholder courses from 9-12 credits to register program participants from Tulane. A minimum of 9 hours is required and no more than 12 credit hours may be taken. Students will review available courses and be registered for hours corresponding to their planned course load. If a student adds, drops, or adjusts credit hours, these changes may be accommodated by Tulane's Registrar's office. At the end of the semester NTU will provide a transcript to Tulane Registrar's office and all courses taken at NTU will be converted to Tulane courses listed as SPHL XXXX (all transferred courses will have the same SPHL number but carrying the title of the course taken at NTU). It has not been determined whether the grades for courses taken at NTU will count towards the student's GPA.

FR asked when will the proposed to begin. Dr. Oberhelman is hopeful that the details are worked out within the next few months. FR added the 4-5 students is a small number and transparency for requirements and criteria is key. AA asked if the NTU courses could serve in place of TSPHTM foundational courses. CA answered no, there are no courses at NTU that are comparable to our foundational courses.

FR requested that the CC reps review the NTU courses and their descriptions and compare them to the departmental requirements and submit a written summary to her by the May CC meeting.

- iii. **Online and On-Ground Program Review Protocol-** Tabled due to time constraints CA has been working on a review matrix. A draft will go to the CC for review. There are courses being offered online that have not been approved to be taught online. As we go through the course review process, we need to put the online and residential course side-by-side to complete the review process. A course was pulled from the Summer and Fall 2022 schedule for this reason. The criteria are that the course taught online should be the same as the residential

offering. There may be minor changes because of the modality but reviewing the competency mapping, learning objectives, and course description, the content and quality should be the same. LR asked CA to provide guidelines for calculating contact hours.

- iv. **MPA/MPH Program- Graduate Council Review-** FR—A joint program was reviewed and approved by the Graduate Council but never came to the Curriculum Committee for review/approval. CA added there was no SPHTM representative at the Graduate Council meeting and should have not been approved by the Graduate Council. This program is not being offered.

- v. **Required Number of Credits-** Tabled due to time constraints

Curriculum Review

A. Program Review

- a. **PhD in Clinical Investigation (Interdisciplinary Program)- submitted by Amanda Anderson for initial review for Summer 2022. The peer reviewers are Charles Stoecker and Latha Rajan.** One of the goals of the Translational Science Institute (TUTSI) was to set up a PhD program that could train clinicians in clinical and translational research methods—primarily in the School of Medicine. The objectives are to train within the junior faculty and senior clinical fellows to lead clinical investigations, to grow the amount of clinical translational research at Tulane, and to compete for NIH and other types of external funding. CS commented one of the issues is that the program requires an independent study as one of the required courses. AA noted this is a student-initiated project. The students craft their own projects, and AA would oversee and provide mentorship for that project. CA added all the PhDs coming into the program will have a clinician-focused experience with a research project ending with a publication; it's not the same as the traditional dissertation. FR added some of the wording can be changed to distinguish the two programs; this program is intended for a student whose primary focus is to be a clinician and gain the skills to be a researcher. CA commented there should be outlined minimum expectations of the students. In addition, the course "Independent Study" should be renamed, suggesting "Mentored Research Seminar". CS agreed. CS commented the required courses are not on the list of assessments. AA agreed to make the changes to show the list of required courses in the list of assessments. CS asked CA if the Prospectus and Dissertation listed in the PhD in Clinical Investigation are considered assessing competencies. CS commented he would like to see another version before voting. LR asked AA if she AA commented the program is open to senior fellows and junior faculty, who will be identified by the School of Medicine. The clinical departments must write a letter saying they are free for 80% of their time to complete the first year, and 50% thereafter until completion, the letter must also state they will cover their salary.
LR suggested rewording 'academic medicine and research' to 'academic medical research' in the program description (page 7) seem. The required courses EPID 6350 is listed in Table 2 but should not be since a 6000-level course should be

outside the discipline. CA commented the course is likely misnumbered, but it should remain in Table 2. LR suggested removing BMSP 7990 from Table 2, since it is an independent study. LR added she will communicate with AA about the minor changes.

Dr. Andrinopoulos asked AA if this program was part of the department of Epidemiology or TUTSI—which is its own institute. AA commented it is a separate PhD program but housed within the SPHTM. Dr. Andrinopoulos asked if there will be a separate handbook for this degree program? AA replied she can add a separate section in the existing handbook or create a separate handbook. FR noted this should be a separate handbook.

CS made a motion to table, LR seconded the motion. All in favor. Motion carried unanimously.

Meeting Adjourned. Next Curriculum Meeting – April 12, 2022, Anderson Conference Room, 10:00am-12:00pm