

Tulane University School of Public Health and Tropical Medicine
Curriculum Committee Meeting- Zoom
January 18, 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

Other Faculty in Attendance:

Joseph Keating
Charles Miller
Shokufeh Ramirez
Lauren E.F. Dunaway
Tiong Aw
Lina Moses

Ex Officio and Advising Attendees:

Dr. Christine Arcari (CA), Sr. Associate Dean
Dr. Alicia Battle (DB), Assoc. Dean for Online Programs
Dr. Katherine Andrinopoulos (KA), Dir. of Doctoral Programs
Susan Cantrell (SC), Enrollment Manager

Not in Attendance:

Dr. Angela Breckenridge

- I. **December 13, 2021, Curriculum Committee Meeting Minutes**- CS made a motion to approve, DM seconded the motion. All in favor. Motion carried unanimously.
- II. **New Business**
 - A. **BSPH Initial Course Offering Form**- Dr. Rabito question if there was a need for an Initial Course offering, like the Step 1 form, form for the BSPH courses presented to the CC. Lauren Dunaway submitted the revised materials on the newer form. CA commented the form on the Intranet is different than the one submitted by Lauren Dunaway but will work with Avery to get this updated, and added to the site.
 - B. Dr. Andrinopoulos would like to know when a course is submitted as part of the Doctoral program. Dr. Rabito responded once a Step 1 is submitted, it is reviewed and signed by the Program Director and Department Chair. Then, Dr. Arcari would determine if the course fits into the overall program of the school's offerings. Once Step 1 is approved, the Step 2 form is submitted to the CC for review.
- III. **Curriculum Review**

A. Course Review

- a. **SBPS 6140- Development of Leadership and Communication Skills in Public Health (Faculty, Shokufeh Ramirez, the peer reviewers are Latha Rajan and Amanda Anderson) resubmitted for standard course review—Fall 2022. Tabled November 2021 CC meeting.** AA noted Shokufeh submitted revised materials including a separate document regarding course evaluations focusing on the rigor of the course. Changes from Shokufeh included no longer providing a resume but pointing students toward the resource center; a representative from the career center will meet with students in one of the course sessions in the semester. In addition, there were comments about the group presentations covering sensitive topics. The revised syllabus explicitly states the group meets with the instructor to discuss their topic(s), progression, and how to handle sensitive topics in an appropriate way. Last minor change included the breakdown of the final grades and the need for this to reflect on the course review form. Shokufeh added her approach to addressing rigor is about pushing students to self-reflect more and including this in the wording of the assignments and rubrics. LR commented she is satisfied with the document. CA commented it is important to be upfront from day one of classes and define the importance of reflection, including expressing the seriousness of reflection to the students. CS questioned if “eye contact” was rigorous for the course. LR pointed out the course is focused on development of leadership and communication skills and eye contact is especially important. CA added to remove the sentence in the Course Description (page 2 of course review relating to the Tulane Center of Excellence). LR made a motion to approve, AA seconded the motion, motion carried unanimously.
- b. **SPHU 3300- Nutrition Through the Life Cycle (Faculty, Lauren E.F. Dunaway, the peer reviewers are Assafa Abdelghani and Charles Stoecker) submitted for initial offering— Fall 2022.** AG commented the course was well organized and needed. AG comments included adding a column to the syllabus to map the learning objectives with the lecture, the expectations of the students in the presentations could be clearer, no mention of percent grade for the reflection, also, Dr. Ghani asked Lauren to reconsider the “lightning presentations” time limit to longer than 5 minutes. CS comments included in the intent to propose the table maps the program competencies to signature assessments but then there are also mini-assessment to

make this easier to track, make this one assessment, this table should also be on the main syllabus. There are two separate sets of objectives: course objectives and learning objectives. CS suggested to have a list of five learning objectives and each should be mapped to a signature assessment. CA noted this is an elective class-- there is no mapping to a CEPH competency. The table does not need to have mapping competencies; there should be the learning objectives and signature assessments. CS made a motion to approve with minor revisions, LR seconded the motion. All in favor, motion carried unanimously.

- c. **ENHS 8100- Advanced Environmental Health (Faculty, Tiong Aw, the peer reviewers are Dominique Meekers and Maya Begalieva) submitted for initial offering— Fall 2022.** DM commented initially the course was limited to ENHS students but other students may be interested. Tiong agreed to adjust this and open to other students. Signature assessments were missing from the syllabus and the grading rubric language was not entirely clear; for example, a “well-designed analysis” would equal an A versus a “good analysis” equaling a B, this instructor updated this. There was confusion regarding the class attendance policy, the syllabus was updated. A revised Step 2 was submitted. DM noticed two issues on the revised Step 2. DM suggested removing “class discussion” as a method of assessment and to grade the paper, only. In addition, the phrasing between the learning objectives table on the Step 2 and the syllabus, the language should be identical. MB commented on the class schedule on the syllabus but this was updated. CA commented the syllabus learning objectives table was filled out completely. Also, the rubric is not well thought out, no point values assigned. CA suggested Tiong work with Angela Breckenridge on the rubric. LR recommended the rubric not be graded as A, B, C, but to use point values. DM moved to approve with minor revisions and an updated rubric. MB seconded the motion. All in favor.

Next CC Meeting – February 8, 2022, Reynolds Conference Room-2401, 10:00am-12:00pm