

Tulane University School of Public Health and Tropical Medicine

Curriculum Committee Meeting

Reynolds Conference Room-2401

November 2, 2022- 9:00am- 11:00am

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

Minutes

Committee Members in Attendance:

Felicia Rabito (FR), Faculty Chair
Amanda Anderson (AA), EPID Rep
Assafa Abdelghani (AG), ENHS Rep
David Seal (DS), SBPS Rep
Yaozhong Liu (YZ), BIOS Rep
Dominique Meekers (DM), IHSD Rep
Charles Stoecker (CS), HPAM Rep
Kimberly Wallace (KW), SGA Rep

Ex Officio and Advising Attendees:

Christine Arcari (CA), Sr. Associate Dean for Academic Affairs
Katherine Andrinopoulos, Director of Doctoral Programs

Other Faculty in Attendance:

Gretchen Clum
Kristefer Stojanovski
Julia Fleckman

Faculty Not in Attendance:

Latha Rajan, TRMD Rep

- I. **October 5, 2022, Curriculum Committee Meeting Minutes- AA made a motion to approve, AG seconded the motion. All in favor; motion carried by motion carried unanimously.**
- II. **Curriculum Review**
 - A. Course Reviews
 - a. **SPHL 8100: Public Health & Social Policy** submitted for initial review. SPHL 8100 home department is Social, Behavioral, and Population Sciences. (This course was previously reviewed as SBPS 7100 and tabled at the October CC meeting; for more details see Oct CC minutes). The responsible faculty is Kristefer Stojanovski. The peer reviewers are Amanda Anderson and Latha Rajan.
 - i. Kristefer Stojanovski (KS): The course was reviewed by Lizheng Shi, and it was decided to change the course to SPHL, but the home department will be SBPS.
 - ii. AA: The updated materials were received. In the syllabus, the mapping of the sessions to the individual learning objectives are being modified by Six Red Marbles (instructional design firm) and has not been submitted for CC review. KS will share this with reviewers once

completed. The course description was updated to less than 120 words. No additional comments.

- iii. CS: SPHL 8100's learning objectives #s 3-4 are identical to SBPS 7100. FR added she is ok with the learning objectives being the same but asked are the signature activities updated to an advanced level. SPHL 8100 assignments appear to be high level but the signature activities read "policy memo".
- iv. CA: We want to see the advanced level that is being taught. There are a lot of low-level verb uses in the learning objectives. SBPS 7100 learning objectives verbiage seems more advanced level than SPHL 8100. CA will meet with Mark Dal Corso and Kristefer Stojanovski to discuss the learning objectives of each course before the next CC meeting.
- v. FR recommended addressing this as an advanced level course of SBPS 7100 in the course description. Although SBPS 7100 isn't a prereq and these are required for 2 different programs, this can be helpful.

AA made a motion to approve pending revisions. CS seconded the motion. All in favor; motion carried unanimously.

- b. **SBPS 6190: Health & Racism** submitted for initial review. The responsible faculty is David Chae. The peer reviewers are Yaozhong Liu and Charles Stoecker.
 - i. CS: This is a free elective, and the 3rd column of the competency table did not need to be filled in; this is updated. The learning objectives table and the Step 2 form did not match; this is updated. It wasn't clear how class participation was marked but a rubric has been added. The calendar referred to learning objectives that were not there. And two more topic titles and needed. This is 3 credit hour course that has 13 instructional sessions, and it is not a standard time slot (3pm-6pm). CA confirmed this is not enough time. Dr. Chae proposed extended 3pm-6:15pm and keeping the 13-week sessions. CA confirmed this time cannot be extended.
 - ii. YZ: Step 1, page 2 was not filled; this was updated. There was an inconsistency of the semester of the initial offering—it was determined this will be offered in Spring 2024. The Step 2 form has A+ and C+ grades—which SPHTM does not offer. YZ asked Dr. Chae to rescale the grading scale. All comments were addressed.
 - iii. CA: Dr. Chae cannot extend the time. The course must be 15 weeks with 45 contact hours. The courses are in time blocks and the time blocks must be followed so that students can register accordingly for their courses. A course meeting once a week meets 2 hours and 45 minutes with a 15-minute break.

CS made a motion to table the course. YZ seconded the motion. All in favor; motion carried unanimously.

- c. **SBPS 7290: Qualitative Methods I** submitted for standard review. The responsible faculty is Julia Fleckman. The peer reviewers are Amanda Anderson and Dominique Meekers.
 - i. DM: Well organized course but there are a few comments. In learning objective #5, there are 4 different memos that are being prepared. DM requested to specify which memo relates to each learning objective.

Revisions were submitted a couple minutes before the meeting began. In the course information section, the course is not required for MPH students but required for some PhD students. There are 2 options to fulfill the requirement. Technically, it is not required because you can graduate without it but if you don't take the other course then it becomes a requirement. How should this be filled in on the review form?

- ii. CA: If it is required for any degree program (either-or course) it should be listed as a required course. JF asked if she should list both courses that can fulfill the requirement. KA added it is required for IHSD PhD program. CA added in the new SBPS PhD program SBPS 7280 is a prereq.
- iii. YZ: On page 2 of the course review in curriculum notes, points 1 and 2 should be one sentence. Page 3 of course review class meetings per week should be 2. Page 4 of course review learning objective 1 and 2 needs to be reviewed and updated with words belonging to Bloom's taxonomy. On Page 8 of course review there is missing information for the credentials of Jeni Stolow. The learning objectives in the syllabus and course review form need to match. Based on the notes to the CC, this is an a revision of the 2 credit hour course. YZ asked JF to highlight the new contents of the 3-credit hour course. All changes are made and YZ is satisfied with the revised materials.
- iv. FR asked if the final learning objectives met the standards. YZ agreed. FR suggested cleaning up the language on how the course fits into the 2 required programs.

DM made a motion to approve minor revisions. YZ seconded the motion. All in favor; motion carried unanimously.

B. Certificate Review

- a. **Graduate Certificate in Violence Prevention** submitted for standard review. The responsible faculty is Julia Fleckman. The peer reviewers are Amanda Anderson and Dominique Meekers.
 - i. **AA:** The certificate is being submitted to reduce the number of credit hours from 15 to 12. There was an addition to the list of potential courses to take and this is an independent study that would require approval from the certificate director. AA had no comments.
 - ii. **DM:** No comments on the certificate. DM approves but had a question about advertising. According to the list provided, there are a lot of electives that do not address violence prevention. It will be helpful when advertising to let students know all courses do not relate to violence prevention.
 - iii. **JF:** The purpose was to ensure students options are not only content area courses which they are getting with studio seminar. Violence prevention can be addressed from a variety of different methodologies. JF agreed with adding a note about the certificate's courses and how these courses were selected.
 - iv. **CA:** The list "any of the following" is too long. CA added there should be a method to selecting the courses. Some of the courses listed are outside of SPHTM and we have no control if they will be consistently

offered. This needs to be monitored. CA added it may be helpful to list the methods courses and classify the other courses that students can choose from.

- v. **Kimberly Wallace:** As a student in the Violence Prevention certificate, having a variety of courses to select from is helpful for students.
- vi. **DS:** Dean LaVeist would like to eventually be open to non-MPH students and marketing to the general community. We need to think about how a 12 credit program certificate would appeal to people that haven't officially enrolled in the MPH program but can be recruited into the MPH program.
- vii. **CA:** Good point because we also need to consider the prereqs for some of the listed courses. Eventually, CA will work with the Registrar to see how we can retool this certificate for an external audience. External may be a 15-credit hour or more (depending on listed courses with prereqs) certificate versus internal students maybe a 12-credit hour certificate.
- viii. **FR:** Agreed the courses were good methods courses but not focusing on violence prevention but the Psychology and Social Work courses are a great addition and needs to remain as electives.

DM made a motion to approve minor revisions with regrouping the electives. AA seconded the motion. All in favor; motion carried unanimously.

III. For the Good of the Order

- a. Avery will send a poll to the Curriculum Committee to vote on Spring 2023 meeting dates.
- b. Next CC Meeting, Wednesday, December 7, 2022 in Reynolds Board Room (TDW Suite 2401) 9am-11am.