Generalist Committee Meeting:

Minutes: August 31, 2016

Members Present (all): Farrell, Macy, Gardner

The Generalist Ad Hoc Committee met to discuss the following items:

1. Revising existing materials/websites/documents to accurately reflect generalist concentration
	1. Colin/Marilyn will work with Aly/Stephanie to change MPH website to include:
		1. text of the description passed in 5/9/16 meeting
		2. text highlighting focus areas that will set us apart from other MPH programs
		3. contact link
			1. Colin will create generalist email that’s accessible to all GC members
		4. Hyperlinks to certificate programs
	2. Gretchen will work to update Internship manual
	3. Marilyn will contact Grace/Gary about updating student handbook
	4. Marilyn will contact Danita about changing description in graduate school handbook
	5. Grace added each GC member to generalist Bb site; all members will work to update
	6. Marilyn will contact Grace/Gary about updating MPH Bb site.
	7. Marilyn will contact Grace/Gary about promotional materials.
2. Colin will craft focus area prompt for generalist applicants and bring forth as a motion to the Admissions Committee.
3. Focus area discussions:
	1. Mollie updated certificate programs document, adding in objectives/program description and contact info.
		1. Marilyn will write and send email to the point person for each PH-applicable certificate programs we’ve identified to let them know what we’re doing
	2. Discussed potential other focus areas that are not currently certificate programs, but for which we can identify a minimum of three courses, such as epi, biostats, and health promotion

4) Grace transferred new and existing students to generalist faculty. Existing students’ records were abstracted and potential focus areas were discussed based on courses taken. Students will be contacted.

5) Digitizing FACAF: Gretchen will investigate possibility of fillable PDFs or using Qualtrics to electronically track FACAF items.

6) The committee discussed creating a social media presence.

7) The committee discussed capstone, but decisions were deferred as no students are close to taking capstone and because of potential changes with new CEPH criteria.