Joint MPH-BSPH Meeting, February 12, 2020, 12:30pm

Faculty/staff present: Gardner, Rust, Ding, Eagle, Macy, Farrell, Watkins, Lartey, Clark, Kim

Motion to approve December minutes made by Eagle, seconded by Ding. Motion passed unanimously.

Lartey gave the BSPH report, which included the following:

* The name changes to the BSPH courses have been approved by everyone except Ellis-Griffith, but Lartey sees no potential issues from him.
* BSPH has admitted 4 people into program this semester; out of those, 1 is eligible for the JUMP program (Kaitlin).
* There are a total of 11 students fully admitted into program; 17 seeking admission; one student has declared BSPH but isn’t taking public health courses. Lartey worries that that student will switch to another major.
* Lartey expressed concerned at the number of students in the BSPH program, as the numbers are low. Many of the potential students are in the nursing program instead, especially since they have started accepting students with lower GPAs.

Lartey asked for recruiting ideas, which included the following:

* Watkins said we should have a completely online BSPH program.
* Rust suggested hopping on board to events like the Black History Month “What is Public Health.”
* Lartey said they have also made changes to the Majors and Minors Fair, which will be Feb. 26. This used to happen in the fall, but so many students have already decided by them. Students from the technical college will be invited to this fair. Having the fair in the fall will give a larger population of open-minded students.
* Lartey also mentioned a Black History Month recruitment fair that the BSPH program is signed up for.
* Eagle mentioned that the history program incorporates recruitment into their outreach or community service events. Eagle expresses that past ideas, like going to HOLAS and speaking, have been non-starters because everyone is so busy but that this must change.
* Lartey also suggested we go to high school events to recruit, as Macy and she have in the past.
* Gardner asked if we should set up an ad hoc committee to create a strategic plan for recruitment; Lartey said we need to.
* Macy asked if we could get students involved in something like the poverty simulation so that peers are recruiting through activity.
* Gardner said there is a potential for a PH 588 course to do a “What is Public Health” campaign with BRDHD.
* Lartey said they have a lot of success when they have student-led activities as opposed to faculty talks at Health Careers Day.
* Farrell asked if we do anything with the local community colleges and noted that this is a big opportunity. Lartey said we regularly meet with Glasgow, Elizabethtown, and Owensboro community college transfer advisors to recruit.
* Lartey notes that some of the new programs, like occupational therapy, are taking students away from our programs.
* Gardner asked about doing something to recruit military students like English has been. Lartey said yes, but we need to look at creating an online program too. Lartey has had students that have dropped because of online course fees. Watkins said the dean is currently looking at that and at alternating tuitions.
* Gardner asked for volunteers for the ad hoc committee.
	+ Chair: Lartey, Farrell, Watkins, Gardner, Eagle
	+ Gardner asked Clark to find a student to join the ad hoc committee as well.
	+ Gardner asked Lartey to send an email to everyone about the ad hoc committee.
* Gardner asked Lartey to inventory what we currently do and have; then develop target populations for future recruiting efforts. Lartey thinks we need to hire a public health student and health communication student for the project.
* Lartey says we are currently less than 400 for international students. Currently, about half are Saudi students, who are not coming in anymore. Therefore, our international student numbers will greatly decrease.
* Lartey said the college’s Preview Day is this Saturday, February 15,and she will participate with a student (Lauren) there. Each program is given about an hour and a classroom. Current students of the program talk about the program, answer questions from prospective students and their families. Gardner asked if there is a place to recruit at the event; Lartey said from the group there is but not much opportunity for recruiting overall.
* Lartey explained that the BSPH internship orientation only had three (3) students.

Gardner gave the MPH report, which included the following:

* PH 576 changes have made it thru GCC and graduate council.
* The epi certificate goes to graduate council tomorrow, and will hopefully be implemented by August of next year.
* We have been approved to hire a new assistant professor. Gardner has asked for her and Lartey to co-chair and that all faculty be on the committee. Diversity, Equity, and Inclusion Committee has also been asked to make sure the diversity goals are being met with sending out the announcement of that new position.
* This is the last semester that the MPH program will be incubated; this means that online courses could be unrestricted and that workload equity will have to be revisited. Gardner asked that Aly leave the courses restricted until we figure out how we are going to deal with declining face-to-face numbers. Until ZOOM comes in, we can crosslist face-to-face and online; but crosslisting will not be available like this in the future. Therefore, workload will not reflect the teaching of online and face-to-face. Even though we agreed on centralized advising, advising only counting for 3% of workload may have to change this.
* According to graduate school documents, our enrollment numbers are down slightly, but not as greatly as they are down institutionally or in the department.
* UK and UL no longer allow students to use their scholarship dollars to come to our MPH program.

Motion to approve the workday minutes for MPH and BSPH curriculum committees by Lartey, seconded by Farrell. Minutes passed unanimously.

Rust gave the GrAPE report, which included the following:

* Rust asked for handbook feedback now or via email. No feedback was given.
* Full GrAPE report is available on agenda for anyone who needs to review, as the report was given at the MPH workday.

No PHUGAS report from Clark.

Macy gave KPHA report, which included the following:

* The next KPHA meetings will be on March 18 and April 8. This month was via email.
* KPHA Conference poster abstracts are due by February 14th.
* The state is asking for student ambassadors; two (2) students have reached out to Macy interested in this. More universities are participating this year. There is a priority given to students who are presenting.
* KPHA Conference in Northern KY will be April 22nd thru the 24th. SGA has approved a scholarship about ten (10) students to cover conference fees, hotel room, and travel. KPHA Scholarship deadline is the 28th.
* KPHA is participating in the Warren County Services Fair on 29th.
* KPHA is participating in Healthy Days on campus on March 25th.
* KPHA is participating in Tobacco-Free Day on March 18th where they will talk about tobacco-free initiative on campus.
* Macy asked for photos for the KPHA binder. Gardner reminded everyone to send these photos to Rust as well for the end of semester slideshow.
* Lartey said two Gatton students are participating in the KPHA Conference this year. Working with these students helps encourage them to stay at WKU and go into public health. Gardner said six (6) students participated in K-PHAST from Gatton as well.

Gardner moved on to the next agenda item, motions made from the workdays.

Motion to approve the BSPH motions made by Farrell, seconded by Ding. Motion passed unanimously.

The MPH motions include some that have been included since the meeting, so they were discussed individually and are as follows:

* Motion to remove PH 583, Public Health Administration, from the MPH required core of courses and replace with PH 548, Community Organization by Eagle. Seconded by Farrell. Watkins wanted to know why she was not warned that this discussion would be taking place. Gardner stated that it was a natural progression, not planned. Motion passed unanimously.
* Motion to change course description for PH 548 made by Farrell, seconded by Eagle. No discussion. Motion passed unanimously.
* Gardner brought up a motion to create PH 589, MPH Integrative Learning Experience course, 0 – 3 hours, and add it to the required program core.
	+ Farrell asked if students can take a 0 hour credit course. Gardner said there is no tuition for 0-hour credit courses; undergraduate level can do 0-hour but she is waiting to hear about at the graduate level to see if going forward with this motion is possible. Gardner said for us it would be like the equivalent of capstone exams for other programs.
	+ PH 530 is currently an independent study but is being used, partly, as an ILE course.
	+ Rust asked if this would help with the workload issue; Gardner said it would if enough students were doing it for credit/paying tuition.
	+ If students paid tuition to get the course credit hours (more than 0), it would count toward their elective hours. Lartey agreed with Gardner that the hours should be listed as 0 – 3.
	+ Ding asks why there would be a course if students are doing it on their own outside of coursework; Gardner said it will insure that students’ papers are turned in. Ding worries that this is babysitting students and is a course just to give students deadline.
	+ Lartey asked if students enroll in PH 530 if they would have to enroll in PH 589. Gardner said they would still have to enroll in PH 589.
	+ Gardner asked Clark to get more feedback from students about the ILE. Gardner will send Clark some guiding questions for this. Rust suggested calling a “ILE Feedback” meeting for all MPH students to give comments and concerns.
	+ Gardner suggested that students aren’t referring to the handbook enough to know what they need to about the ILE requirement; Rust stated that, even though she has looked at the handbook, she couldn’t adequately explain what the ILE should look like. Gardner stated that she looks forward to documents produced at next meeting by Rust about what she would do instead. Rust agreed.
	+ Gardner decided to re-open the ILE ad hoc committee.
	+ For PH 589, Gardner made it clear that students would need to pass the course even if it was 0-hour and reassured that this would be clear to students.
	+ Lartey asked if students would be able to switch the amount of hours for credit; Gardner said no.
	+ Macy asked if we could vote via email as soon as we get word on if graduate level courses can have 0 credit hours. Gardner said we are at the deadline, so she wants to vote now so that we can move forward as soon as possible.
	+ Motion to create PH 589, MPH Integrative Learning Experience course, 0 – 3 hours, and add it to the required program core made by Farrell, seconded by Rust. How it will be utilized in the future is up for debate, especially with the concerns Lartey and Kim brought up. Motion passed unanimously.
* Motion to change PH 630’s and 620’s title and description made by Rust, seconded by Ding. Lartey and Gardner worry that we do not have an Epi I but we have an Epi II. Kim agrees that “advanced” in the course name makes it sound scarier than Epi II. In an effort to make things uniform, it was suggested that Biostatistics and Advanced Biostatistics make the same change.
* Motion to change names to Epi I and Epi II AND Bio I and Bio II made by Clark, seconded by Rust. Motion passed with one vote against by Farrell.
* Motion to change description for Epi II made by Rust, seconded by Clark. Motion passed unanimously.

Motion to adjourn by Lartey, seconded by Ding. Motion passed unanimously.