

MINUTES OF THE MASTER OF PUBLIC HEALTH COORDINATING COMMITTEE

Date: February 9, 2011

Time/Location: 12:30 PM; 112 Trotter Hall

Members Present: Cates, Choma, Fung, Kastner, Kelly, Larson, McElroy, Retzlaff, Stevenson

Members Absent: Heinrich, Kidd, Montelone, Procter

Called to Order: By director Dr. Cates at: 12:30 PM **Quorum:** X Yes No **Adjourned:** 1:30 PM

AGENDA ITEM	PRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
CALL TO ORDER	Meeting was called to order by Dr. Cates	
APPROVAL OF MINUTES FROM LAST MEETING	It was moved and seconded that the minutes from the January 12, 2011 be approved as distributed.	
FACULTY ITEMS	We only have two core faculty members from Public Health Nutrition at this time. Nutrition is working to find replacement for Dr. Nielsen.	
STUDENT ITEMS	iSIS enrollment opens for Summer and Fall 2011 on March 28. An MPH Q&A session will be held on Monday, March 14 at 5 PM in the Mara Conference Center (Trotter Hall). Draft flyer circulated with agenda.	Finalize flyer and distribute to students and other interested parties.
COURSE ITEMS	<p>Proposal for Biostatistics course is at DCE. DCE is negotiating with the instructor because it is an online course. Statistics is also surveying its faculty and preparing the necessary paperwork to get the new course approved. The tentative course number will be STAT 701 – Fundamental Methods of Biostatistics.</p> <p>MPH faculty are voting on change. The proposal has been passed by the MPH faculty, everyone has voted in favor of the change. Voting will close on</p>	When DCE finalizes negotiations with instructor and Statistics submits its paperwork for adding the new course, submit MPH course and curriculum change to Graduate School.

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	February 18 and paperwork will be finalized and sent to Graduate School for the April agenda.	
PROGRAM RELATED ITEMS	Information items on agenda reviewed. No comments were made.	
ACCREDITATION ITEMS	<p>The committee briefly discussed the current status of the self-study documents; the teams continue to work on their sections. Dr. Cates reiterated that the items in red type indicate that the question has not been answered. Once the question has been answered adequately, he asked that the teams change the color to green.</p> <p>OEIE draft was discussed. Dr. Retzlaff questioned the size of the “box” under the SLOs indicated anything. It is obvious that some of the course syllabi don’t address the SLOs. Solutions to this problem were discussed.</p>	<p>Meeting on February 23, from 1-5 PM to work on accreditation document.</p> <p>Question for OEIE. Does the size of the “box” on the map indicate anything?</p> <p>Prepare information for instructors of course courses to address SLOs for MPH students.</p>
OTHER	<p>The “Excellence in Public Health at K-State” event was discussed. Dates we are looking at are: April 5, 6, or 7. Once the location is chosen, the date will be set and advertised. The pros and cons of suggested locations were discussed.</p> <p>Nominations for faculty, students and graduates are being sought for awards. A nomination form and information was sent to all faculty and students.</p> <p>The “Youtube” type video contest was discussed and many suggestions made. Three awards will be given and announced at Excellence. The flyer will be updated and sent out for comments before it is distributed to everyone.</p> <p>The public health display will be here from April 4 to May 13. We are waiting on the Union to tell us when and where we can display it at the Union. Other locations for the remainder of the dates were suggested including:</p>	<p>Put nomination form and information about video contest on website.</p> <p>Send out invitations and information about Excellence in Public Health.</p> <p>Send out updated flyer for “Youtube” video contest.</p> <p>Check on date for K-State Open House. Open House date is April 16.</p>

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	<p>Manhattan Town Center Mall, Hale Library, dorms (Goodnow and Marlatt), each of the colleges. Display it during K-State Open House in conjunction with MPH Display for advertisement.</p>	
<p>FUTURE MEETING(S)</p>	<p>February 23, 2011, 1 to 5 PM (RE: Accreditation document review)</p> <p>March 9, 2011 at 12:30 to 2 PM</p> <p>April 13, 2011 at 12:30 to 2 PM</p> <p>May 11, 2011 at 12:30 to 2 PM</p> <p>June 8, 2011 at 12:30 to 2 PM</p> <p>July 13, 2011 at 12:30 to 2 PM</p> <p>August 10, 2011 at 12:30 to 2 PM</p>	<p>Mosier Hall, N-202</p> <p>Trotter Hall, Room 112-Dean's Conference Room</p> <p>Trotter Hall, Room 112-Dean's Conference Room</p> <p>Union, Room 209</p> <p>Union, Room 202 (different room)</p> <p>Union, Room 209</p> <p>Union, Room 209</p>

Attachments