

MINUTES OF THE MASTER OF PUBLIC HEALTH COORDINATING COMMITTEE

Date: March 9, 2011

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

Members Present: Cates, Choma, Fung, Heinrich, Kelly, Larson, Montelone, Procter, Retzlaff, Stevenson

Members Absent: Kastner, Kidd, McElroy,

Called to Order: By director Dr. Cates at: 12:30 PM **Quorum:** X Yes No **Adjourned:** 1:55 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 February 9, 2011 be approved as distributed.	
FACULTY ITEMS	None	
STUDENT ITEMS	MPH Q&A on Monday, March 14 at 5 PM in the Mara Conference Center (Trotter Hall).	Remind students.
COURSE ITEMS	Proposal for Biostatistics course will go to Arts & Sciences meeting on April 7 and if approved will move forward and be on the Grad Council meeting of May 3. MPH faculty voted too soon – need to extend our voting period.	Extend voting period for curriculum change, requiring the new Biostatistics course.
PROGRAM RELATED ITEMS	Update to deans and Department Heads slides posted to K-State Online.	
ACCREDITATION ITEMS	The bulk of the meeting was spent on discussing the visit of the CEPH consultant (Ms. Mollie Mulvanity). Dr. Cates shared his notes (below) and	Draft competencies for overall MPH program and

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	<p>reported on his discussions with her about our program. There will be no formal written report from the consultant. She left her notes on our draft sections and they were scanned and posted to K-State Online for all to review.</p> <p>It was the feeling of Ms. Mulvanity that K-State isn't quite ready for our site visit and should request a year's extension – to 2012.</p> <p>She also referred us to 3 recent self-study documents prepared by other schools: Eastern Kentucky University, University of Connecticut, and Thomas Jefferson University. Eastern Kentucky and Connecticut has been posted to K-State Online. We have requested a copy from Thomas Jefferson University.</p> <p>Problem areas identified and discussed: --Resourcing and Governance. At a minimum there needs to be a MOA between the colleges. --Lack of competencies for overall program and each emphasis area. --Competencies need to map to courses and be related to public health. --Goals were too minimal. They need to be more ambitious. --Infectious Disease emphasis area was too flexible. Need to have some required courses and tighten up on the elective courses. --Core faculty need to be involved in teaching core courses or courses that most MPH students take. --Advising MPH students and supervising student field experiences is considered teaching. --Program weak on external advisors. We need direct feedback from employers. --Question by consultant on Environmental Toxicology course. Term "toxicology" may be too narrow for environmental health. Check the breadth of information covered. --Include in document information about past initiatives (The Purple Book) and 2025 committee.</p>	<p>each emphasis area. Need several competencies for each emphasis area.</p> <p>Need ambitious goals.</p> <p>Consider adding an external advisor to the Coordinating Committee or consider adding an external advisory committee.</p> <p>Prepare letter to CEPH requesting extension of 1 year. Needs to be to CEPH by May 2, 2011.</p> <p>Cancel CEPH site visit appointments with administrators set for November 8, 2011.</p> <p>Talk to Career & Employment Services about having a Public Health Career Fair.</p>

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	<p>It was the general feeling that all of the items above and those addressed in Dr. Cates' notes could be addressed and fixed by the committee, but the administration (college deans and above) need to agree on the governance and resourcing. Those issues are out of our control.</p> <p>A motion was made and seconded that we request a one year extension before our site visit. The vote was unanimous.</p>	
OTHER	<p>The "Excellence in Public Health at K-State" event is April 7 from 5 to 7 PM at the Alumni Center, Banquet Room A.</p> <p>The public health display will be here from April 4 to May 13. Calendar of display locations attached.</p>	
FUTURE MEETING(S)	<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>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

Cates' Notes – CEPH Consultant Visit, March 7-9, 2011

Consultant's written comments are posted on our K-State On-line Site

The six major topics that Molly Mulvanity covered, from my perspective:

- (1) Resources - University must show commitment and "guarantee sustainability" in instruction, research, service and workforce development; Core Faculty - must identify 3 individuals from each area of emphasis, each with over 0.5 FTE in public health program and each with MPH teaching responsibilities (core courses, other required MPH courses, and/or other courses highly subscribed to by MPH students).
- (2) Evaluation of the Program - improve goals and objectives which actually "drive" the program. Objectives need to be measurable, somewhat ambitious (but attainable) and relate to goals – education, research and service.
- (3) Curricular Evaluation and Standardization - we must have competencies for overall program and for each area of emphasis and map required courses against those competencies.
- (4) Governance - the program administration must have "control", as "proximate" as possible, in order to be responsive to student needs. There must be a feedback loop, in order to properly assess all aspects of the program and to react and make changes in a timely fashion.
- (5) Field Experience - must have appropriate "capacity" and link with required competencies
- (6) Student Advising and Career Counseling - must have appropriate advising of students throughout the program, guiding them toward careers in public health. Currently, there is no mechanism for providing incentives for advising.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
APRIL					1 April Fool's Day	2
3 Week 1	4 Arrive	5	6	7 Excellence in PH	8 White Coat Ceremony @	9
10 Week 2	11 Vet Med Library	12 Vet Med Library	13 Vet Med Library	14 Vet Med Library	15 Vet Med Library	16 Open House @ Vet School
17 Week 3 Palm Sunday	18 Union Courtyard Passover	19 Union Courtyard	20 Union Courtyard	21 Union Courtyard	22 Union Courtyard Good Friday	23
24 Week 4 Easter Sunday	25 Union Courtyard	26 Union Courtyard	27 Union Courtyard	28 Union Courtyard	29 Union Courtyard	30
MAY 1 Week 5	2 Justin Hall Hoffman Lounge	2 Justin Hall Hoffman Lounge	4 Justin Hall Hoffman Lounge	5 Justin Hall Hoffman Lounge	6 Justin Hall Hoffman Lounge	7
8 Week 6	9 Vet Med Library??	10 Vet Med Library??	11 Vet Med Library??	12 Vet Med Library??	13 Send to Texas A&M	14