Education Committee Minutes
December 6, 2018

Attendance: Chris Gill, Sophie Godley, Megan Healey, Michael LaValley, Jessica Leibler, Nikki Longe, Meera Ruparelia (staff), Cassie Ryan, Lisa Sullivan, Amanda Velez

1. Degree Modification Proposal – Health Policy & Law
   a. Retain PM760 politics/policy requirement, require either PM735 finance or PM833 economics
   b. Rationale: Students should learn how money works in health care
   c. Main question: ability of part time students to do this and how often is it offered?
   d. Issue: we’re running into trouble with caps on some of these courses already
   e. Committee agrees that it all looks good but caps on courses need to be increased (specifically law)
   f. Only 2 capstone courses are offered in the evening but also double as electives (could limit part-time students to only one option when they get to the end of the program)

2. Phase 2 Proposals (both have been approved at CRC)
   a. Urban Biogeoscience and Environmental Health Applied Research Methods
      i. 2 credit course for doctoral students
      ii. Students do an internship/practicum sort of experience
      iii. Committee thinks self/group assessment should be less than 25% of the grade
           1. Committee thinks the percentage for the report grade should be increased and the group participation grade should be decreased
              a. Individual participation is 10%
              b. Group participation is 10%
      iv. Committee thinks the course should include one additional written assessment that can be graded or breaking down the final project into components that can be graded
   b. Urban Biogeoscience and Environmental Health Colloquium
      i. 2 credit course for doctoral students
      ii. Set up a Zoom portal for those who want to listen in
      iii. In addition to the colloquium, there’s a discussion component
      iv. Committee agrees that we need to be mindful of caps since non-registered students can listen in
      v. Committee is okay with this content-wise

3. TA Guidelines
   a. Changes: got rid of graders and put everyone in terms of TAs (fractional TAs are okay), added 20-40 category, courses with fewer than 20 are evaluated case-by-case, clarified that full time staff can TA a full position once per calendar year, full time doctoral student can serve 2x per calendar year and only 1x per semester
   b. Will go into next version of faculty handbook and be included in December newsletter

4. Coverage Exception Proposal
   a. Committee agrees that we need to indicate that this is a yearly application and is not guaranteed if approved once
i. “Justifies why the additional 5% effort is necessary for the course in the coming year”
   b. Committee would consider giving priority to those who didn’t receive it in the prior academic year
   c. Committee agrees we’ll keep the policy as it stands and see what comes in

5. Culture and Expectations
   a. GC said to create one table since the expectations were very similar for faculty, staff, and students
   b. Will send this document out with the December newsletter
   c. Committee agrees that this should be included on class syllabi and in the faculty handbook

6. Causal Inference Update
   a. Steve Pizer proposed a full semester course but given number of doctoral students/only of interest to those who are quantitative, the numbers would be small and we’re not comfortable approving that
   b. Biostats proposed a half semester course that was more hands on
      i. They’re working together
   c. Math department started running a full semester course on the books to run every other year
   d. Biostat faculty/Steve met
      i. Steve’s is more economics focused
      ii. Steve brought to them a 7 session offering
      iii. Biostats went from 7 to 14 sessions
   e. A meeting will be coming to try and get one SPH course
      i. Unsure of where it’s going but the committee agrees that one course on the topic for quantitative doctoral students is best