Education Committee Meeting Minutes  
March 12, 2019  

Attendance: Carol Dolan, Anne Fidler, Sophie Godley, Megan Healey, Michael Lavalley, Nikki Longe, Chris Louis, Taylor Mahoney, Meera Ruparelia (staff), Lisa Sullivan, Michael Ulrich, Amanda Velez  

1. Evaluating Teaching  
   a. Small changes to core questions  
      i. Change “You were clear from the beginning, what was expected of you” to “Expectations were made clear in the beginning” or word along those lines  
      ii. Remove “The instructor made me feel comfortable asking questions”  
      iii. Add “Instructor frequently encouraged questions”  
      iv. Add “Instructor stimulated discussion”  
      v. Add “Instructor demonstrated openness to different points of view”  
      vi. Include an open ended question with a few prompts where students can talk about the instructor, class, assignments, etc.  
   b. University proposal: publicize all questions on the table (the core set) behind a password  
   c. Faculty should think about asking other questions using another tool (ex: Blackboard) that won’t be publicized  
      i. Committee will provide a list of sample questions that faculty can select from  
      ii. Will create a document that will assist faculty in completing this  
      iii. Faculty should give students 15 minutes during class to complete and keep it open for a certain amount of time afterwards in case students didn’t finish  
   d. Amanda’s meeting with Jillian  
      i. The group is collecting feedback online from all of the schools  
      ii. The current version isn’t final and some changes may be made  
   e. Results of Evaluation  
      i. Faculty will review and flag comments  
      ii. Faculty can submit comments they want removed and Education Committee will review  
      iii. Committee thinks faculty can request to opt in for the Education Office staff to conduct a limited initial review  
         1. Be specific about what will be removed: naming other students or TAs, profanity, comments that are irrelevant to the course, etc.  
   f. Committee will go over peer review part of the evaluation and this will be added to a future agenda  

2. PH287 Introduction to a Healthcare Governmental Agency  
   a. Review this Tufts course for transfer credit approval  
   b. Students at Tufts go to health policy commission meetings (2-3x per semester), complete papers/presentations based on what they’re learning and the key topics  
      i. A hands-on approach to learning and different from current BUSPH offerings  
      ii. Most of these events occur in the spring  
   c. Several students who are taking the class right now at Tufts  
   d. 2 credit class (goes through the whole semester and meets at intervals) so it’s different from current structure -> students who complete for credit would receive 2 credits
e. Concerns: the assessment structure is different than the caps that are currently in place for MPH approval
   i. Criteria needs to be determined for exceptions
f. Students can only take 8 credits outside of SPH to fulfill their requirements
g. Committee wants to wait on feedback from currently enrolled students about the course and revisit putting it on the pre-approved list afterwards

3. Onboarding New Faculty
   a. Send any feedback to Amanda

4. Annual Awards
   a. Committee will remind faculty to submit nominations

5. Next meeting
   a. Discuss the core courses