MINUTES
GRADUATE BOARD
March 11, 2019

PRESENT: M. Bohlen, C. Creech, M. Deibis, S. Drummond Lewis, M. Finney, A. Wang (student), G. White, J. Witt

ABSENT: S. Munir (student), S. Selig, M. Straham (student), S. Turner (Interim Associate Provost)

1. The minutes of the 2/25/19 meeting were approved without any changes.

2. Master of Public Health (MPH) Program Review
   - The Board reviewed the self-study report submitted by the Master of Public Health (MPH) program. The MPH program review was a full 6-year review and included data from 2012-13 through 2017-18.
   - The Board identified some gaps in the self-study report that should be updated and forwarded back to the Board for review.
     - Sections I and II – Introduction and Goals/Objectives
       - In the text, please include the full names of MPH-CFPH (page 3) and CEPH (page 4). The acronyms are confusing.
     - Section III – Students/Enrollments/Degree Completion
       - Discuss your analysis of enrollment trends/patterns and what do you expect the enrollment trends to be in the future?
       - Describe the impact of international student enrollment on your program.
       - Include 2016 results of Graduate Student Survey.
     - Section V – Curriculum Changes
       - Please include information regarding current curriculum and differences between courses in concentrations.
     - Section VI – Resources: Clarify these items on the budget template.
       - If possible, please utilize 2017-18 figures, instead of 2016-17.
       - Does the staff salary line (line 19) include the salary of the full-time technical writer?
       - Clarify marketing expense on line 24.
       - Should anticipated cost of accreditation be included on spreadsheet on line 28?
       - Comment on 77% tuition revenue percentage included on line 33. Percentage seems high given year of program.
     - Section VII – Strengths and Weaknesses
       - Summarize strengths and weaknesses as separate sections in the report. Weaknesses weren’t easily identifiable.
       - The Board was impressed with the program’s efforts to review applicant materials holistically allowing for a likely increase of a more diverse pool of applicants.
The Board noted that it must be a challenge to manage all of the outcome measures described in the report.

Include in the final report to the Director that the program should submit their CEPH accreditation self-study and results of accreditation visit to the Board next year as an interim report. This is in lieu of completing the required external peer review process.

The Board commends the program for their high-qualified faculty capable of working towards and achieving program accreditation.

The Board recognizes the value of the new interprofessional practice education course that will be offered in Fall 2019. The implementation of this course supports interprofessional education efforts from both CEPH and UM-Flint.

Update the Guidelines for Program Review to require that programs submit a copy of their current curriculum. This item will be added to the Board’s to-do list.

The Board will take further action after it receives the updated information.

3. Presentation Regarding Results of 2018 Graduate Student Survey
   M. Deibis and M. Bohlen started to review the presentation with the Board, but time ran out. The plan is to finish the presentation in a future meeting.

4. Matters Arising
   There were no matters arising.

Next Meeting: Monday, March 25, 2019 at 2:00pm in the Graduate Programs Conference Room