



SCHOOL OF PUBLIC HEALTH

SPH Professional Workforce Development Committee Meeting (PWDC)

January 12, 2022 | 1:00 p.m.

Virtual meeting

Link: <https://us02web.zoom.us/j/84272472399?pwd=cUVmL3dYZi9iOVlvZFhpZkZkZWU1QT09>

Phone: +1 253 215 8782

Meeting ID: 842 7247 2399

Passcode: 808783

Handouts:

1. Workforce Development Plan
2. Bylaws (page 2 of agenda)
3. Roster (page 3 of agenda)

The purpose of the PWDC is to collaboratively assess, prepare, collect, and offer ongoing training, technical assistance, and professional development activities for the current and future public health workforce.

AGENDA

1. Welcome by Interim chair (2 min)
2. Confirmation of the unconfirmed minutes of the previous meeting (Feb 24, 2021) (2 min)
3. CEPH self-study timeline (2 min)
 - i. April 2022
4. PWDC bylaws (see page 2) (5 min)
5. Review professional workforce development report recommendations and timeline (15 min)
 - i. What are the two key audiences identified in the report?
 - ii. What recommendations were provided related to infrastructure?
 - iii. What two strategies were suggested to promote collaboration?
 - iv. What professional workforce development activities were recommended over the next 3 years?
 - v. How will faculty and community stakeholders be engaged in these activities?
6. What is the role of the committee over the next 3 years? (10 min)
 - i. Discussion on meeting agendas
7. PWDC membership (page 3) (5 min)
 - i. Discussion of how to identify missing representation and how to recruit members

8. Wrap up and next steps, next meeting (5 min)

SPH Bylaws (Pending Approval)

The purpose of the PWDC is to collaboratively assess, prepare, collect, and offer ongoing training, technical assistance, and professional development activities for the current and future public health workforce.

The primary responsibilities of the PWDC are to establish and oversee a range of professional development activities for the School's continuing education, professional development, and technical assistance programs. Recommendations from the SPH External Advisory Council, DEIC, and SPH alumni are incorporated into the work of the PWDC. Professional curricula and training opportunities provided by the committee are intended to meet expressed workforce needs and exemplify the SPH *Guiding Statements*, notably including the core commitment to promoting a healthy and equitable society.

Key responsibilities of the PWDC include:

- Support and ensure compliance with School policies and accreditation guidelines relevant for workforce development.
- Oversee the School's applied practice experience requirements (i.e., MPH practice experiences and BA/BS internships).
- Establish and oversee relevant faculty subcommittees regarding public health practice, including the Practice Experience Subcommittee.

The PWDC meets monthly during the academic year.

Professional Workforce Development Committee Roster*

[Redacted roster]

*Per SPH Bylaws: The Professional Workforce Development Committee (PWDC) consists of four faculty from each university engaged in development of the current and future public health workforce. At least one faculty should be involved in undergraduate internships and one should be an MPH Practice Experience Coordinator. Other members include three students (one each from doctoral, master's, and baccalaureate programs). Non-voting ex officio members may include a representative of the External Advisory Council, Alumni Association, other workforce experts, and relevant Assistant/Associate Deans and Dean's Office staff. The Associate Dean for Student & Alumni Affairs (AD/SAA) serves as the Dean's Office liaison, and is a non-voting ex officio member of the committee. The Dean and other Associate/Assistant Deans may attend PWDC meetings in a non-voting ex officio capacity. PWDC meetings are generally by invitation, but observers may attend.