



**OHSU-PSU Academic Policy and Curricula Committee**

**APCC Meeting Minutes**

**Wednesday, November 10, 2021**

10:00am – 12:00pm

Webex

**All total Members Present:**

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|--|------------------------------|
| 1. Lisa Marriott, *Chair (OHSU)            | 9. Rochelle Fu (OHSU)        |
| 2. Rick Dozal-Lockwood, *Chair-elect (PSU) | 10. Sherril Gelmon (PSU)     |
| 3. Meike Niederhausen (OHSU)               | 11. Betty Izumi (PSU)        |
| 4. Brad Wipfli (PSU)                       | 12. Elizabeth Waddell (OHSU) |
| 5. Lynn Marshall (OHSU)                    | 13. Sarah Andrea (OHSU)      |
| 6. Tawnya Peterson (OHSU)                  | 14. Neal Wallace (PSU)       |
| 7. Jill Rissi (PSU)                        | 15. Priya Srikanth (OHSU)    |
| 8. Alison Martin (OHSU)                    | 16. Cara Eckhardt (PSU)      |

**All Non-Voting Members Present:** Christina Jaderholm (PhD student)

**Ex-Officio Members Present:** David Bangsberg (Dean), Rick Johnson (ADAA), Lynne Messer (Assistant Dean), Belinda Zeidler (Assistant Dean)

**Guests Present:** Kevin McLemore, Rachael Godlove, Beth Bull, Laura Ehrlich, Rachel Pricer, Emily Ford, Laura Zeigen

**Members Absent:** Alex Foster (OHSU) *excused*, Nicole Browning (PSU)

Agenda Item	Discussion	Action
Vote on October Minutes	Izumi made a motion to approve the October Minutes and Gelmon seconded. Wallace and Andrea abstained. No oppositions.	October Minutes motion APPROVED.



Academic Dean Update	<p>Associate Dean of Academic Affairs (ADAA) introduced the OHSU doctoral student stipend policy issue and would like members to review the policy draft and discuss for next meeting and potentially vote on the policy.</p> <p>Bylaws draft has been distributed to faculty for review and feedback and will be handed off to Provosts for review.</p> <p>ADAA discussed increasing SPH committee transparency by having Agendas and Minutes on our public website (except for closed committees). Chairs and Dean liaisons will review document redactions to maintain protection of individuals before final web publication.</p>	
Professional Development Corner	<p>Heads up that curricular modifications will be coming soon for review and approval. As APCC approves curricular modifications, something we want to consider are items such as syllabi approval in the context of textbook discussions.</p>	
Textbook Cost Reductions	<p>Zeigen (OHSU librarian for SPH) and Ford (PSU librarian for SPH) joined as guests to share with APCC members about textbook costs at OHSU/PSU libraries, textbook and software equity issues, and the resources available at both institutions. This is in response to the House Bill 2213 for Oregon public universities to establish a textbook affordability plan (TAP). Although OHSU is not under the House Bill, SPH wants to combine efforts to help alleviate the economic impact of high textbook costs for our students.</p> <p><b>On the PSU side, the decision must be made by February 2022</b> otherwise instructors will not be able to have the No Cost – Low Cost textbook designation in the schedule next to their courses. This plan would come into effect in Fall 2022.</p> <p>Resources: OHSU library software: <a href="https://www.ohsu.edu/library/software">https://www.ohsu.edu/library/software</a> PSU library guide: <a href="https://guides.library.pdx.edu/c.php?g=700613&amp;p=8682159">https://guides.library.pdx.edu/c.php?g=700613&amp;p=8682159</a> PSU linking to articles: <a href="https://library.pdx.edu/services/persistent-links/">https://library.pdx.edu/services/persistent-links/</a></p>	
Curricular Review	<p>There are at least 3 courses that will be coming down the pipe for curricular review next month:</p> <ul style="list-style-type: none"><li>• 1 new UG course that will go into health coaching focus area</li><li>• small change to another UG course</li><li>• Implementation science &amp; Health Systems course: trying to get a permanent course number for a 510 course</li></ul>	



Assessment & Evaluation Update	<p>ADAA announced that OHSU is going to increase amount of assessment reporting from programs, doubling to 2x/year. The Assessment Council will be voting on this at their November meeting, if approved, it will be effective this academic year. This means another assessment deadline will be May 1<sup>st</sup>.</p> <p>ADAA is thinking about how we can manage this and there are potentially 3 options:</p> <ol style="list-style-type: none"><li>1) Task PDs with this (least desirable option)</li><li>2) Work to identify people within each program who would do/help with the reporting, or</li><li>3) Work to centralize some of those processes in the Dean's Office.</li></ol>	
December Meeting Items	<p>Chair reminded committee that curricular modifications info will be forthcoming and we will determine which will be full vs consent agenda items for members to vote on.</p> <p>11:43am Meeting Adjourned.</p>	