

Graduate Affairs Committee
October 26, 2004
3:30 p.m. - 5:00 p.m.
UL 1126

AGENDA

1. Approval of the minutes for September 28, 2004..... Queener
2. Vice Chancellor's Report.....Brenner
3. IU Dean's Report.....Slattery
4. Associate Dean's Report..... Queener
 - a. MAGS Thesis Competition
 - b. Mission Differentiation Task Force
5. Purdue Dean's Report.....Story
6. Graduate Office Report..... Queener
7. Committee Business
Curriculum Subcommittee Report O'Palka
8. Program Approval..... Queener
 - a. MPH Environmental Epidemiology Track
 - b. MPH Quantitative Epidemiology Track
10. New Business.....
11. Next Meeting (November 23rd) and adjournment

Graduate Affairs Committee
October 26, 2004
Minutes

Present: Margaret Adamek, Rachel Applegate, William Bosron, Mark Brenner (co-chair), Ain Haas, Dolores Hoyt, Andrew Hsu, Marvin Kemple, Jackie O’Palka, Sherry Queener (co-chair), Kristi Reuille, John Slattery, Jon Story, Gail Vance, Joanne Warner, Kathryn Wilson, Marianne Wokeck

Approval of the Minutes – Dr. Queener

Minutes from the September 28th meeting were approved.

Vice Chancellor’s Report – Dr. Brenner

The GRE will have substantial revisions by Fall 2006. Possibly, breaking the writing component into a “stand alone” test. At a lower cost and time limit, Dr. Brenner feels that the change will be beneficial towards Master’s Degree and Professional programs. Dr. Brenner suggested trying the new version here; he will express any interest at IUPUI to the GRE Board.

IU Dean’s Report – Dr. Slattery

The Dean reflected upon President Herbert’s speech regarding the future of the Graduate School. Some things that have been initiated are:

Graduate Faculty: Central review of graduate faculty status is no longer required; individuals who have tenure track status will qualify as Graduate Faculty, so long as their names are submitted by their school. Some schools, such as the School of Medicine, will want to limit Graduate Faculty status to those faculty directly involved with graduate education. *Endorsement* to supervise doctoral dissertations will normally be made by the units that offer the doctorate. Other routes for endorsement exist for faculty outside PhD-granting units:

- Faculty may demonstrate participation in a PhD-granting program outside the unit in which they are appointed. The PhD-granting program could support the endorsement and the Graduate School would accept it.
- The Graduate School will still accept nominations by groups that do not offer the doctoral degree on a case-by-case basis.

Out of the Curriculum Business: No longer going to second guess the periodic “tune ups” that individual units do on their own Master’s or PhD degree programs.

Program Review: A good process already exists at IUPUI, run through Vice-chancellor Banta’s office; something like this should be implemented at the Bloomington campus.

Course Remonstrance: Will continue to be independently run on either campus. Dr. Slattery would like to see something rapid, communicative and involved particularly on the appropriate local campus. Suggest: The course proposal is done electronically with a remonstrance list that could go up monthly with a link to our courses. Any courses with any concerns could be clicked on to send an email to the appropriate Dean to address.

Fellowships/Fellowship Money: Any money generated on the IUPUI campus stays here as with the monies generated on the Bloomington campus. Dr. Slattery reported "...money converted into

fellowship money was going to doctorate students on the Bloomington campus". What has been suggested: Money should be collected into the graduate school and go out to wherever it came from.

Associate Dean's Report – Dr. Queener

- **MAGS Thesis Competition**

The response was very strong. She has received 2 entries so far.

- **Enrollment Management Steering Committee and Council**

There are issues directly related to graduate concerns being discussed. The expectation of the Steering Committee is to identify barriers interfering with the progress within a graduate program. Dr. Queener encouraged the GAC to contact her if they find policies, protocols and/or procedures that inhibit the work they need to do for their graduate program. The Steering Committee is focusing on solving the graduate/undergraduate degree issue.

- Jacqueline Blackwell and Ed Squires are looking at ways to facilitate minority faculty recruitment. A website and materials should circulate soon.

Purdue Dean's Report – Dr. Story

Purdue is taking steps to redo policies and procedures concerning regional campuses. A committee will be in place to build a relationship among the programs at all campuses to work together building a remonstrance. They will continue to use the Graduate Council to review programs and courses. Under this new policy, the Graduate Council will be depending on the campuses to do their work and Purdue will do their best to facilitate them.

GSO – Ms. Reuille, RN

FYI: The GSO has submitted a letter that states the graduate students' issues with financial aid. They have invited faculty to attend a meeting regarding these issues. GSO is requesting that a representative be placed on the Enrollment Management Council to better explain their Fellowship concerns.

Graduate Office Report – Dr. Queener

Caught up on Fall data entry, starting on Spring admissions.

Committee Business

Curriculum Subcommittee Report – Dr. O'Palka

The Subcommittee has approved 3 course changes and a group of new course requests. They have new and improved course syllabus example displayed on the website.

Program Approval – Dr. Queener

- **MPH Environmental Epidemiology Track**

Summary review about the report is correct. Three environmental courses have been added and a few electives were eliminated. The full number of credits remains at 43. –Motion passed.

- **MPH Quantitative Epidemiology Track**

Mathematics department had been consulted in developing the track. Complications were carried forward. Questions have been resolved. – Motion passed.

New Business

Minor in Cancer Biology, Masters and Doctorate Program in Microbiology / Immunology:
request to change requirements from 1 credit G504 Introduction to Research Ethics to 1 credit
G505 Responsible Conduct in Research. Noted and approved.

Next meeting date

November 23, 2004

Meeting adjourned at 5:00 pm.

APPROVED COURSE SUMMARY
October 26, 2004

COURSE CHANGE REQUESTS

School of Engineering and Technology

ME	597	Selected Topics in Mechanical Engineering	1-6 Variable
Credits			

Change credits hours fixed at 0 to 6

Justification: To accommodate zero credit seminar course

School of Science

MATH	598	Topics in Math	0-6 Variable
Credits			

Change credits to include S/F Grading as an option

Justification: Each semester one section of MATH 598 is used for the graduate student seminar. In this section we prefer to have the option of the S/F grading (instead of regular A, B, C, D, F grades).

STAT	598	Topics in Statistical Methods	0-6 Variable
Credits			

Change credits to include S/F Grading as an option

Justification: Each semester one section of MATH 598 is used for the graduate student seminar. In this section we prefer to have the option of the S/F grading (instead of regular A, B, C, D, F grades).

NEW COURSE REQUESTS

Graduate School

GEOL	G536	Planetary Remote Sensing	3 Credits
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P: Previous course in remote sensing, or consent of instructor. Application of multi-spectral data for exploration and mapping of planetary surfaces.

Justification: New topic for interdisciplinary studies with geography.

School of Liberal Arts

GEOG	G704	Soils Geography	3 Credits
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Examines the spatial aspects of soils from a global and local perspective including soil genesis, morphology, and classifications; physical, chemical, mechanical and biological properties of soil; and land use mapping, analysis, planning, and management. Prerequisite: G538.

Justification: Need graduate elective for MS in Geographic Information Sciences.

PHST P660 Ethical, Moral, and Religious Aspects of Philanthropy 3 Credits

This doctoral seminar focuses on the major ethical and moral texts that explain and justify philanthropy. Emphasis is placed on the philosophy of philanthropy in comparative perspective, world traditions of social and religious conditions, and moral issues raised in philanthropy practice. P: admission to doctoral program or consent of department.

Justification: Core course in new PhD program.

PHST P790 Dissertation Seminar in Philanthropic Studies 3 Credits

This doctoral seminar examines epistemological issues and tools, synthesizes the ways of knowing, and assesses forces that affect the conduct and use of knowledge in philanthropic studies. Multiple disciplinary perspectives and contemporary theoretical foundations of philanthropic studies are used to design and critique potential dissertation projects.

Justification: Core course in new PhD program.

School of Medicine

PHSL F711 Integrative Physiology: from cells to systems 4 Credits

Graduate-level course surveying physiologic functions of cells, tissues and organs of the neural, musculo-skeletal, cardiovascular, respiratory, renal, endocrine, and gastrointestinal systems. Special emphasis will be placed on the methods for assessing and interpreting physiologic functions. Three 1 hr. lectures and one 2 hr. lab/discussion per week. Undergraduate background in biochemistry/cell biology recommended.

Justification: Introductory graduate level course for PhD students not currently offered.

Proposal for a Track in Environmental Epidemiology

Indiana University School of Medicine Department of Public Health

Rationale: The Department of Public Health is proposing a specialized track within the Epidemiology concentration for students admitted to the MPH Program who have an interest in environmental science in public health. This track would enable students in the Epidemiology concentration to focus their internship experience, culminating project, and coursework in epidemiology and environmental health science, and complete their degree requirements within the 43 credit hours required for the MPH degree.

Objectives: The track in Environmental Epidemiology will provide students with concepts and principles of the research, field, theory and practice of environmental epidemiology so that they will be able to:

1. Describe theories and measures used in population health models.
2. Describe environmental, social and biological determinants of health and disease and their political, economic and legal contexts.
3. Identify environmental agents in the home, workplace, and community; identify pathways of human exposure to biological, chemical and physical hazards; and explain how these hazards cause acute and chronic diseases in humans.
4. Apply public health sciences, including behavioral and social sciences, biostatistics, epidemiology, environmental public health, and prevention of chronic and infectious diseases and injuries.
5. Assess and communicate the degree of risk posed by exposure to environmental agents.
6. Determine appropriate use of data and statistical methods for problem identification and resolution, program planning, implementation and evaluation.
7. Interact sensitively, effectively and professionally with persons from diverse cultural, socioeconomic, educational and professional backgrounds and lifestyles.
8. Understand the strengths and weaknesses of technical and behavioral interventions to reduce environmental risks.
9. Use quantitative and qualitative data and information for assessment, program management, policy proposals or intervention strategies.

Students: It is anticipated that the track in Environmental Epidemiology would attract students who have an interest in environmental science in public health.

Faculty: The faculty advisor for the Environmental Epidemiology track will be Dr. Greg Steele, IU School of Medicine Department of Public Health.

Academic Program: The curriculum for the 43 credit hour track in Environmental Epidemiology is comprised of the following required courses

Required Courses for the 43-hour Track in Environmental Epidemiology:

First Year

Fall Semester

PBHL H501	US Health Care: Systems, Policies and Ethical Challenges	3 cr.
PBHL H517	Fundamentals of Epidemiology	3 cr.
PBHL P501	Public Health Project Development/Program Management Seminar/Lab	1 cr.

Spring Semester

PBHL G651	Biostatistics for Public Health I	3 cr.
PBHL H500	Philosophy and Principles of Health Education	3 cr.
PBHL P502	Issues in Public Health Seminar II	1 cr.

Summer Session

PBHL H519	Environmental Science in Public Health	3 cr.
PBHL P503	Community Project	1 cr.

Second Year

Fall Semester

PBHL P600	Epidemiological Research Methods	3 cr.
STAT G652	Biostatistics II	3 cr.

Spring Semester

PBHL P601	Advanced Epidemiology	3 cr.
PBHL E560	Environmental Risk Analysis	3 cr.

Summer Session

PBHL P602	Internship w/ an Environmental Component	3 cr.
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Third Year

Fall Semester

PBHL E520	Environmental Toxicology	3 cr.
PBHL P606	Seminar in Epidemiology	1 cr.

Spring Semester

PBHL P704	Epidemiology Project w/an Environmental Focus	3 cr.
PBHL P650	Readings in Public Health	3 cr.

Total Credit Hours	43 cr.
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Timetable: The Department of Public Health is seeking approval for the track in Environmental Epidemiology as soon as possible.

Outline for Reviewers Comments

Review of Proposal for ...

Documents reviewed: Proposal for a track in Environmental Epidemiology

Summary: The Department of Public Health proposes a specialized track within the Epidemiology concentration. In order to understand the proposal in the context of their current focus area in Epidemiology, curriculum and course descriptions from their website were reviewed. From that exploration it appears that they are transforming a 39 credit MPH with a focus in Epidemiology into a 43 credit MPH with a focus in Environmental Epidemiology. In so doing, they eliminate three courses (P612 Patient-Centered Outcomes Research; P609 Infectious Disease; and P610 Chronic Disease). Both P609 and P610 are elective choices students could take for their 6 elective credit hours.

They have added 3 courses: E560 Environmental Risk Analysis, E520 Environmental Toxicology and P650 Readings in Environmental Epidemiology – which appear to be not elective but mandatory. The course descriptions for these courses are not on their website, so the reviewer is uncertain if they are developed and approved. P650 is listed twice on their website, with the titles of “Historical Evolution of Epidemiology” and “Topics: Readings in Public Health”.

It appears that the proposed track would eliminate 6 elective credit hours, add the required 9 credit hours listed above in the new 3 courses – giving a net gain of 3 credit hours in the focus area.

Recommendation: **Four possible recommendations**

Accept with discussed revisions - and answered questions

Discussion:

Questions:

- 1 – Is that a correct summary? The reviewer was left making assumptions without more context and rationale.
- 2 - The proposal didn't make a case for the need for this new track. Couldn't the students use the elective hours in the former Epidemiology focus and choose an environmental focus? Is it needed for a written credential on their transcript to be marketable for employment? I can't see why students don't have the flexibility to get it as it is currently described on their website.
- 3 – What is the rationale to increase from 39 to 43 credit hours?
- 4– Could they clarify the title and intent of P650?
- 5 – Do you have any data to support a market for this track?
- 6 – How would students graduating from this track differ from those who graduate from current Epidemiology track?

The proposal should use course titles that match with information on the Department website. The following courses have a discrepancy: H501, P501, G651 and P650.

A cursory understanding of environmental sciences would indicate a need for this track, so the reviewer wants to be supportive of the Department of Public Health's innovation. Further explanations and answers are needed to strengthen the proposal.

Outline for Reviewers Comments

Review of Proposal for ...

Documents reviewed: Proposal for a track in Environmental Epidemiology

Summary: The Department of Public Health proposes a specialized track within the Epidemiology concentration. In order to understand the proposal in the context of their current focus area in Epidemiology, curriculum and course descriptions from their website were reviewed. From that exploration it appears that they are transforming a 39 credit MPH with a focus in Epidemiology into a 43 credit MPH with a focus in Environmental Epidemiology. In so doing, they eliminate three courses (P612 Patient-Centered Outcomes Research; P609 Infectious Disease; and P610 Chronic Disease). Both P609 and P610 are elective choices students could take for their 6 elective credit hours.

They have added 3 courses: E560 Environmental Risk Analysis, E520 Environmental Toxicology and P650 Readings in Environmental Epidemiology – which appear to be not elective but mandatory. The course descriptions for these courses are not on their website, so the reviewer is uncertain if they are developed and approved. P650 is listed twice on their website, with the titles of “Historical Evolution of Epidemiology” and “Topics: Readings in Public Health”.

It appears that the proposed track would eliminate 6 elective credit hours, add the required 9 credit hours listed above in the new 3 courses – giving a net gain of 3 credit hours in the focus area.

Recommendation: **Four possible recommendations**

Accept with discussed revisions - and answered questions

Discussion:

Questions:

1 – Is that a correct summary? The reviewer was left making assumptions without more context and rationale. **The summary is correct, except that the MPH Program is a 43 (not 39) credit hour program, regardless of the concentration.**

2 - The proposal didn't make a case for the need for this new track. Couldn't the students use the elective hours in the former Epidemiology focus and choose an environmental focus? Is it needed for a written credential on their transcript to be marketable for employment? I can't see why students don't have the flexibility to get it as it is currently described on their website. **It is our hope that with the approval of this track, a separate code from the Registrar's Office will allow us to indicate the environmental focus within the epidemiology concentration on the student's transcript.**

3 – What is the rationale to increase from 39 to 43 credit hours? **The MPH Program is 43 credit hours, regardless of concentration or areas of interest.**

4– Could they clarify the title and intent of P650? The P650 course, Readings in Public Health, offers the Department of Public Health a variable title / variable credit hour course to address emerging and acute public health issues or independent reading in a specialized public health area. As such, P650 is a course that will have variable titles, depending on the subject matter.

5 – Do you have any data to support a market for this track?

Brief History: The Department of Public Health received approval from the Commission on Higher Education to offer five concentrations in the MPH Program; however, since the inception of the program, very few students elected the Biostatistics concentration (1 student) and the Environmental Health concentration (4 students). With so few students electing these two concentrations, the Department of Public Health determined that it was not financially feasible to continue to offer them at this time. Although the number of students in the Environmental Health concentration has been low, the Department of Public Health would like to continue to be responsive to students who are interested in environmental public health issues, particularly in light of the identified need for public health preparedness after 9/11. This track would enable the Department of Public Health to offer courses, internship experiences and projects focused in environmental epidemiology.

Job Market for Individuals in this Track: Employment for individuals in this track includes jobs in biological and chemical terrorism surveillance, identification / evaluation of environmental and occupational exposures associated with health risks, and environmental disease control.

6 – How would students graduating from this track differ from those who graduate from current Epidemiology track? Students with an environmental focus in the epidemiology concentration have a unique interest in epidemiological issues of environmental exposures and their human health effects. They are interested in evaluation of the health impacts of unintentional and intentional contaminants to our air, water, crops, etc., particularly in sensitive or vulnerable populations. If the track is approved, this environmental focus in epidemiology can be acknowledged on the transcript.

The proposal should use course titles that match with information on the Department website.

The following courses have a discrepancy: H501, P501, G651 and P650.

Course titles are as follows:

H501: US Health Care: Systems, Policies and Ethical Challenges

P501: Public Health Project Development / Program Management Seminar / Lab

G651: Biostatistics for Public Health

P650: Readings in Public Health

A cursory understanding of environmental sciences would indicate a need for this track, so the reviewer wants to be supportive of the Department of Public Health's innovation. Further explanations and answers are needed to strengthen the proposal.

Proposal for a Track in Quantitative Epidemiology

Indiana University School of Medicine
Department of Public Health

Rationale: The Department of Public Health is proposing a specialized track within the Epidemiology concentration for students admitted to the MPH Program who have a specialized interest in advanced statistical methods. This track would enable students in the Epidemiology concentration to focus their internship, culminating project, and coursework in epidemiology and quantitative methodology, and complete their degree requirements within the 43 credit hours required for the MPH degree.

Objectives: The track in Quantitative Epidemiology will provide students with advanced statistical concepts and principles in public health research and practice so that they will be able to:

1. Describe theories and measures used in population health models.
2. Describe environmental, social and biological determinants of health and disease and their political, economic and legal contexts.
3. Demonstrate knowledge of statistical theory sufficient to understand and apply new techniques as presented in the statistical literature.
4. Apply public health sciences, including behavioral and social sciences, biostatistics, epidemiology, environmental public health, and prevention of chronic and infectious diseases and injuries.
5. Determine appropriate use of data and statistical methods for problem identification and resolution, program planning, implementation and evaluation.
6. Interact sensitively, effectively and professionally with persons from diverse cultural, socioeconomic, educational and professional backgrounds and lifestyles.
7. Use statistical and other software for data analysis and management.
8. Use quantitative and qualitative data and information for assessment, program management, policy proposals or intervention strategies.
9. Demonstrate ability to communicate with investigators and present results.

Students: It is anticipated that the track in Quantitative Epidemiology would attract MPH students who have an interest in advanced statistical methods in public health.

Faculty: The faculty advisor for the Quantitative Epidemiology track will be Dr. Greg Steele, IU School of Medicine Department of Public Health.

Academic Program: The curriculum for the 43 credit hour track in Quantitative Epidemiology is comprised of the following required courses:

First Year

Fall Semester

PBHL H501	US Health Care: Systems, Policies and Ethical Challenges	3 cr.
PBHL H517	Fundamentals of Epidemiology	3 cr.

PBHL P501	Public Health Project Development/Program Management Seminar/Lab	1 cr.
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Spring Semester

PBHL G651	Biostatistics for Public Health I	3 cr.
PBHL H500	Philosophy and Principles of Health Education	3 cr.
PBHL P502	Issues in Public Health Seminar II	1 cr.

Summer Session

PBHL H519	Environmental Science in Public Health	3 cr.
PBHL P503	Community Project	1 cr.

Second Year

Fall Semester

PBHL P600	Epidemiological Research Methods	3 cr.
STAT G652	Biostatistics II	3 cr.

Spring Semester

PBHL P601	Advanced Epidemiology	3 cr.
STAT S523	Categorical Data Analysis	3 cr.

Summer Session

PBHL P602	Internship w/ an Analytic Component	3 cr.
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Third Year

Fall Semester

PBHL P606	Seminar in Epidemiology	1 cr.
STAT S512	Applied Regression Analysis	3 cr.
	or	
STAT S522	Sampling and Survey Techniques	3 cr.
	or	
STAT S536	Introduction to Survival Analysis	3 cr.

Spring Semester

PBHL P704	Epidemiology Project w/ an Analytic Component	3 cr.
Elective	Elective in Epidemiology or Statistics	3 cr.

Total Credit Hours	<hr style="width: 100px; display: inline-block; vertical-align: middle;"/> 43 cr.
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Timetable: The Department of Public Health is seeking approval for the track in Quantitative Epidemiology as soon as possible.

Review of Proposal Submitted to the IUPUI Graduate Affairs Committee (August 12, 2004)

Proposal: New MPH track of Quantitative Epidemiology in the Department of Public Health

Summary: The Department of Public Health in the School of Medicine is proposing a specialized track within the Epidemiology concentration for students admitted to the MPH program who have an interest in advanced statistics. This involves making four statistics courses offered by the Mathematics Department in the School of Science available to the Public Health students along with required current courses in the Public Health curriculum.

Recommendation: Approval pending satisfactory response from the comments below.

Comments: Student in this new track would take Biostatistics G651 and G652 as part of the standard curriculum for the MPH. These two courses are taught by the Biostatistics Division in the Department of Medicine in the School of Medicine and are already offered as part of the Public Health curriculum. However, the curriculum of the new track adds four statistics courses offered by the Mathematics Department of the School of Science. There is no indication in the proposal that the Mathematics Department has been contacted about this new track. The four new courses are listed under Mathematics' course descriptions and they all have specific prerequisites. Has the Mathematics Department been contacted to determine if the four courses are still offered and can accommodate additional students from Public Health? Have the course instructors of these four courses reviewed the proposal and indicated that completion of the two Biostatistics courses (G651 and G652) can satisfy the prerequisites for their courses?

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The four new courses are listed under Mathematics' course descriptions and they all have specific prerequisites. Has the Mathematics Department been contacted to determine if the four courses are still offered and can accommodate additional students from Public Health? Have the course instructors of these four courses reviewed the proposal and indicated that completion of the two Biostatistics courses (G651 and G652) can satisfy the prerequisites for their courses?

Two meetings were held late in 2002 and early in 2003 to review and discuss the proposal for this curriculum within the MPH Program. Those in attendance at the meetings were:

Stephen Jay, MD	Chair of the Department of Public Health
Carole Kacius, PhD	MPH Program Director
Gregory Steele, DrPH	Epidemiology Concentration Advisor in MPH Program
Ben Boukai, PhD	Chair, Department of Mathematical Sciences
Barry Katz, PhD	Director, Section of Biostatistics, Department of Medicine

Drs. Boukai and Katz participated in the discussions at the meetings and provided input regarding proper course selection and sequence of the courses offered through the Department of Mathematical Sciences. The four courses listed in the proposal for this track are still offered by the Department of Mathematical Sciences. The prerequisites for the four courses include statistics, and MPH students will complete H517: Fundamentals of Epidemiology and G651: Biostatistics for Public Health prior to enrolling in the courses. Dr. Boukai did not express concern about MPH students enrolling in the statistics courses in his department.

Brief History / Rationale for Track: The Department of Public Health received approval from the Commission on Higher Education to offer five concentrations in the MPH Program; however, since the inception of the program, very few students elected the Biostatistics concentration (1 student) and the Environmental Health concentration (4 students). With so few students interested in these two concentrations, the Department of Public Health determined that it was not financially feasible to continue to offer them at this time. The Department of Public Health would like to be responsive to the few MPH students who might be interested in quantitative methodology in public health by offering courses, internship experiences and projects that focus in this area. If the track is approved, this focus area can be acknowledged on the transcript.