



Board of Directors and UG Guidelines Committee Conference Call- Meeting Minutes

January 4, 2017

11am PST/ 12pm MST/ 1pm CST/ 2pm EST

Board members present: Tim Murphy, Mike Fletcher, Laura Suppes, Steve Johnson, Jim Dingman, Sharron LaFollette

EHAC Staff: Chuck Treser, Leslie Mitchell

1.0 Call to Order

- Chair Tim Murphy called the meeting to order at 2:03 Eastern Time

1.1 Approval of the Agenda

- Mike Fletcher moved to approve the agenda. Steve Johnson asked to add an Environmental Chemistry discussion. Motion from Fletcher to approve agenda as amended. Dingman seconded and the motion was approved unanimously.

2.0 Approval of Meeting Minutes from November 16, 2016 Board meeting:

- Sharron LaFollette moved to approve minutes, Treser seconded. Discussion included edits from Dingman (edits were made to final minutes). Treser moved to accept the minutes as amended, Fletcher seconded the motion and the minutes were approved unanimously.

3.0 Financial Reports – Mike Fletcher

- Debits and credits balance according to Brown's financial reporting. Fletcher asked if the Board had any questions. No questions. Murphy commented that EHAC is currently financially quiet and that is appropriate for the current situation/time of year.
 - LaFollette moved to accept the financial report. Motion carried.

4.0 EH Program Accreditation

4.1 2016-17 Accreditation Cycle Updates

- Leslie Mitchell provided the following information regarding the 2016-2017 Accreditation/Re-accreditation Cycle .
 - There two programs seeking initial accreditation this year.
 - North Carolina Central University
 - State University of New York – Syracuse
 - an extension was granted by EHAC Board for self-study submission until 1/20/17

Action: Mitchell will contact SUNY to see if they are on track to meet the deadline.

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- There are three programs up for re-accreditation this year. All have submitted their self-study reports.
 - University of Washington
 - University of Wisconsin - Eau Claire
 - Western Carolina University

4.2 Ohio University – chemistry curriculum changes/questions:

- Johnson summarized the issue and commented that the topic for the Ohio University (OU) suggested Independent Study (one credit course) has to be an applied topic (not theoretical concepts). He submitted that if that stipulation was followed – OU might be able to adequately fulfill the UG Requirements.
- Sharron summarized and commented that OU's basic argument is that in the standard sequence of freshmen year chemistry – organic chemistry is adequately addressed. However, Sharron does not feel that allowing a one credit course to substitute for a three-hour organic chemistry class and one-hour lab meets the requirements. Dingman was in agreement with LaFollette and commented further that it would be a slippery slope to allow this program to drop their organic course, as other programs may be more likely to ask for the same or similar dispensations. Johnson, as UG Program Coordinator, is not in favor of allowing them to drop the course either.
- Fletcher asked how organic chemistry requirements would be affected by replacing one three-hour course with a one credit inorganic course. Murphy explained a little more about OU's chemistry requirements and that the major issue OU is having is that their students are failing chemistry. He added that, if that is the case, the department/school must rectify this situation themselves.
- LaFollette suggested the following and all agreed except for Dingman who does not agree with making an exception for OU's situation:
 - OU retains their 3010 Organic Chemistry class – 3 hours.
 - OU's Environmental Health Dept. can offer a 1-hour environmental health focused chemistry lab.
 - Emphasize importance of students being well versed in the foundations of both organic and inorganic chemistry.
- Fletcher submitted a comment on the situation from a personal perspective. His son, a pharmacist, who had to have a good chemistry background, almost did not become a pharmacist because of an obstructive chemistry teacher. With another instructor, his son did quite well and became a pharmacist. Unfortunately, there are courses that are harder than they need to be. Murphy agreed and Fletcher asserted that this situation is unfair – if majority are failing, there is something wrong with the situation. Treser – if there is a problem with OU's chemistry dept. there is nothing EHAC can do about it. Murphy added that

Findlay had a similar problem and addressed the issue (a professor that was failing everyone) by allowing students to take chemistry at another college and have the credits transferred to Findlay. Murphy suggested that Morrone may have to do something like this.

- Dingman does not approve of moving forward with the above ideas. Murphy, however, is concerned about losing OU's accreditation. Treser suggested that the Board is providing OU with options rather than just denying their request.
- **Action – Murphy will draft a letter outlining LaFollette's suggestions recorded in minutes.**

4.3 Environmental Chemistry discussion

- Johnson reported concerns regarding the rigor of newly developing Environmental Chemistry classes. Recent communications with Texas Southern University (TSU) and the University of Wisconsin have raised particular concern about whether or not their environmental chemistry courses are meeting EHAC's core chemistry content requirements. Murphy asked if these schools are providing CVs for professors teaching environmental chemistry courses. He reported that there is a major push from regional accreditation bodies that faculty must have terminal degrees in what they are teaching – eg. in order to teach UG chemistry, a professor must have a terminal degree in chemistry or those with only a Master's degree must receive special permission.

5.0 Reports

- **AEHAP/CDC no-cost extension update:**
Update from Treser. Treser had a positive meeting with Pat Breyse in November. Treser feels EHAC has the resources and staffing to keep the organization running for this year – we on top of budget situation, biggest need is funding for AEHAP.
- **Chronic Disease Tracking Network Opportunity – no report**
- **EHAC Staff Update/Proposal – no report**
- **Upcoming meetings**
 - NEHA AEC – July 7-13, Grand Rapids, MI
 - NEHPC Meeting – November 29-30, Washington, DC
 - EHC Meeting – November 30, Washington, DC

6.0 Council Election Process Policy Update

- Policy was revised by Elections Committee Chair Sandra Long as an attempt to clarify the election process. Unfortunately, she didn't use track changes so that the changes could be compared to the original 2005 policy.
 - Treser suggested deleting the following under – Article 1, Section 4. c – strike all text after "The Executive Director shall serve at the pleasure of the Board of Directors."

- **Action: Murphy suggested tabling this matter until Long can provide the 2005 policy with track changes. Once that is available, the revisions can be properly considered by the Board.**

7.0 EHAC Strategic Planning

- EHAC Strategic plan discussion: Treser reported that he, Leslie and Carla have been working to formulate a strategic plan/direction for AEHAP and EHAC. He is recommending a more lengthy discussion of the future of both organizations at the annual meeting. Murphy request that discussion points be distributed prior to the annual meeting. Treser also suggested the importance and need to have a facilitator to aid with these discussions. Treser requested suggestions from the Board for a facilitator for these planning sessions.
- **Action: Treser and Murphy will check on facilitators that may be available.**

8.0 Need for mentorship of New Council Members, Site Visitors, Self-Study Reviewers, UG and G Program Coordinators.

- The EHAC Board needs to recruit new Council members and especially needs to create a mentorship program to cultivate Board leadership and to mentor new Board and Council members, site visitors and self-study reviewers.
 - Mitchell suggested forming a mentorship committee. Murphy suggested Dingman might want to lead a committee to address mentorship and he agreed to chair a Mentorship committee.
 - Murphy also suggested that the Board should encourage professors and practitioners to attend the entire NEHA conference. Treser hopes that the new EHAC website will help facilitate interaction and promotion of EHAC Council involvement. Treser also suggested encouraging all to stay for the entire NEHA conference as NEHA is working hard to partner to extend a hand and to advocate for EH in Washington.

9.0 Schedule Next Meeting

- Mitchell will email a poll for the period Feb 6-17.

10.0 Adjourn – Murphy adjourned the meeting at 3pm EST.

ACTION ITEMS:

- **Action: Mitchell will contact SUNY-Syracuse to see how they are doing on their self-study with a due date of January 20.**
- **Murphy will draft a letter outlining LaFollette's suggestions recorded in minutes.**
- **Treser will contact Elections Chair, Sandra Long, to ask her to provide a tracked changed copy of her Elections Policy revisions for the Board to consider at the February Board meeting.**
- **Treser and Murphy will check on facilitators that may be available for assisting with strategic planning discussion related to EHAC and AEHAP at the Annual Meeting in Michigan.**
- **Board members will encourage the EHAC Council and AEHAP Board and others to attend the entire NEHA conference in Michigan (July 10-13).**