



## National Environmental Health Science & Protection Accreditation Council

*Enhancing the education and training of students  
in environmental health science and protection*

### **EHAC Board Meeting Minutes – November 17, 2022 - 1:00pm Pacific time**

**Board Members Present:** Tim Murphy, Rania Sabty, Jason Lewis, Cindy Weckwerth

**Board Members Absent:** Dave Gilkey, Kai Elgethun (both Dave and Kai were returning from an EHAC recruitment visit to BYU)

**Others attending:**

**EHAC Staff:** Leslie Mitchell

**1.0 Meeting Called to order at:** Murphy called the meeting to order at 1.04pm PST

#### **2.0 Standing Items**

**2.1 Approval of Agenda:** Sabty moved to approve November 17, 2022, agenda. Second from Weckwerth and agenda was approved unanimously

**2.2 Approval of September 22, 2022 Meeting Minutes:** Lewis moved to approve the September 22, 2022 minutes. There was a second from Weckwerth and the minutes were approved unanimously.

#### **3.0 Reports**

**3.1 AEHAP Update:** Dr. Kim Lichtveld – President – absent

**3.2 Treasurer's Report:** Sabty and Mitchell provided a brief overview of the budget documents.

- Current Balance sheet - checking: \$36,941.64 as of October 31, 2022  
- savings: \$47,452.11 as of October 31, 2022
- Current Income and Expenses - Net Income: \$29,741.73 as of October 31, 2022
  - Note: Based on accountant advice, HRA related expenses were moved from Payroll Expenses to EHAC Organizational expenses because the HRA expenses are not taxed as is the rest of payroll.
- 2022 Budget Comparison to 2020-2021
  - Year end income was ahead of budget projections due to unexpected income from 2 newly accrediting programs and programs planning to close but extending their open period a bit longer. 2021-2022 Fiscal Year Income and Expense report shows that Annual meeting expenses were about \$1,705.38 over budget but that is because expenses include early bird purchase of an exhibit booth space for the 2023 NEHA AEC – that was \$1205. This expense will be moved so that it shows up on the 2022-2023 fiscal year. With this correction, EHAC was about \$1000 ahead of the 2021-2022 budget.
- 2022-2023 Income & Exps. Vs. 2021-22 Budget

**3.3 Chairperson's/ED Report: Murphy/Mitchell**

- Program Recruitment Effort Update
  - Lamar University:

- Murphy reported that he visited the Env. Science program at Lamar University on Nov. 6, 2022. The visit was organized by TEHA President, John Shrader, who is an alumnus of Lamar. Schrader is very interested in Lamar gaining EHAC accreditation. Shrader reported that Lamar’s Env. Science Department hosted a STEM event this month and Shrader noted that Dr. Terry and others were speaking about interest in EHAC accreditation. Murphy is optimistic about their interest in accreditation and felt it was a successful visit.
- University of Pittsburgh – MPH – Mitchell reported that U. Pitt’s MPH program will be applying with their Self-study by December 1, 2022. They are currently in the process of paying their application for accreditation fee.
- o HBCUs - (Mitchell)
  - Tennessee State University: Mitchell has been talking with Dr. Inman - Director of their MPH program. Dr. Inman has expressed interest in accreditation and Mitchell will be following up with her after Thanksgiving.
  - CDC – Ayana Perkins is leading a new Diversity consortium at CDC made of up alumni of HBCUs. Mitchell will be meeting with Perkins to talk about potential CDC contacts in the Environmental Health programs at Howard and Tuskegee Universities.

### 3.4 Undergraduate Program Report: Vice Chair Dave Gilkey – no report

### 3.5 Graduate Program Report: Vice Chair Elgethun

- New PD at MVSU: Dr. Ntombekhaya Laifa
  - o Motion: Lewis moved to approve Dr. Laifa as the new Program Director at MVSU;
  - o Second: Sabty
  - o **Vote: Approved Unanimously**

### 3.6 Committee Reports – Tabled (below topic not discussed)

- **Joint Bylaws and UG Requirements Committees Meeting summary**
  - o Summarize meeting (Mitchell)
    - Mitchell summarized the meeting with help from Weckwerth and Sabty pointing out the following:
      - Welford Roberts had raised a question about the addition of a diversity related Purpose to the introduction to UG Accreditation criteria and EHAC policy (#6)
      - There was robust discussion regarding EHAC’s mission and purpose related to diversity – student/enrollment diversity (more mission oriented) and/or desire to graduate EHAC students who are capable of working in diverse communities (all communities – black, white, disabled, queer, etc. (more purpose oriented). Sabty pointed out that communities look different everywhere – a student could go to school in the Bronx and get a job in Boise, Idaho, or vice versa.
      - **Action: Mitchell suggested removing the newly added purpose from the EHAC current revised policy and UG criteria documents, moving forward with final approval of current Policy revisions and Undergraduate criteria revisions, and having a discussion around the integration of diversity across EHAC’s purpose, mission, and accreditation criteria at the Annual Meeting with the full Council. It may be helpful to have this discussion facilitated. Sabty suggested a facilitator named Meymuna Hussein-Cattan, founder of the Tiyya Foundation.**
      - **Action: Mitchell will begin prepping Council for the Annual Meeting DEIA discussion in January 2023.**
      - **Action: Mitchell will reach out to Tom Deem to see if he would be willing to facilitate the DEIA discussion or has suggestions for facilitators and research other facilitation and funding for this effort.**

- **EHAC Mtg. Structure Comm. (Mitchell/Weckwerth)**
  - Committee suggested advertising Board meetings to Council with the following descriptors
    - **Action: All Board meetings are open; however, Board would like to invite Council to attend 1.5 hours sessions every other month. Council Members can bring new business to the open forum portion of the 1.5-hour meetings. At Weckwerth’s suggestion, Mitchell will invite items for discussion to be submitted 10 days prior to the meeting. Items for discussion can also be raised during the meeting during the “Open Forum” section of the meeting.**
    - Allow for raising of new topics for further discussion under an “Open Forum” section (in addition to encouraging Members to send their discussion items ahead of time).
    - **Action: First 1.5 hour meeting will be December 15, 2022**
  
- **Emerging Topics Committee (Mitchell)**
  - The Structure Committee suggested that an “Emerging Topics” (or the like) be created to address topics that arise related to accreditation criteria, accreditation in general, etc. The committee was particularly concerned with ensuring that the topics (Table 2) covered in the UG criteria remain relevant and up to date.
    - **Action: Create Committee to review emerging topics related both to UG and Graduate criteria as well as to EHAC accreditation in general (e.g., criteria “Topics” relevance, sharing of courses, need for outside accreditation, etc.). This committee will serve as kind of a clearing house for making recommendations for consideration by the Board on timely topics. Board is tasked with creating a name for the new committee and approving its creation at the next Board meeting.**
  
- **Policy Committee (Mitchell)**
  - Succession Planning: discussion regarding whether succession planning should be merely encouraged or enforced = in policy or criteria for accreditation.
    - Murphy emphasized that programs are lost when Program Directors retire or leave.
    - Lewis asked what already exists in EHAC’s criteria regarding notification of a change or loss of Program Director. Mitchell explained that programs are required to notify EHAC of changes but that doesn’t always occur. Lewis supports requiring a succession plan and including the policy reference requiring programs to alert EHAC to any changes.
    - Sabty, playing devil’s advocate, asked to what degree does EHAC want to micro-manage? Murphy suggested charging the Policy Committee with developing a policy requiring a succession plan and to start the process by finding examples of existing, reasonable succession plans. EHAC simply wants to ensure that the loss of a PD – whether unexpected or planned for – does not negatively impact accredited programs.
    - Sabty suggested creating a mentoring situation for new program directors, which Murphy supported, but also pointed out that the main point is that EHAC must be notified of changes and that programs have a plan to deal with major changes. Sabty emphasized that EHAC could put together PD oriented resources from the experiences of veteran program directors. Murphy liked the ideas of guides for mentoring PDs but noted the need to ensure that EHAC is advised of changes – both a short term/unexpected change plan and long-term succession plan.
  - **Action: Mitchell will schedule a Policy Committee meeting to address this issue and complete a final review of EHAC Policy Revisions.**

#### **4.0 Old Business:**

#### **5.0 New Business: Tabled (below topics not discussed)**

- Tribal College recruitment - Egger's ideas (Mitchell) (good topic for an Emerging Topics Committee!)
  - Education agreements between two year Tribal Colleges and a four year partner with an established EH degree
  - Develop a course on Disaster Risk Assessment and management course/climate change impact on health related to climate change resilience/adaptation/disaster planning – due to increase importance of topic in the REHS/RS exam.
  - Recruitment of a Native practitioner from the HIS system for EHAC Council

#### **6.0 Next Board Meeting: December 15 at 1pm Pacific**

#### **7.0 Adjournment at 2:03pm Pacific.**