



National Environmental Health Science & Protection Accreditation Council

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

EHAC Board Meeting Minutes – April 12, 2022 - 12:00pm Pacific time

Board Members Present: Tim Murphy, Dave Gilkey, Chad Brown, Tania Busch Isaksen, Rania Sabty, Chris Sparks

Board Members Absent:

Others attending: None

EHAC Staff: Leslie Mitchell

1.0 Meeting Called to order at: Murphy called the meeting to order 12:07pm PST

2.0 Standing Items

2.1 Approval of Agenda: April 12, 2022 - motion to approve the agenda by Busch Isaksen, second by Sabty and approved unanimously.

2.2 Approval of March 14, 2022, Meeting Minutes: C. Brown moved to approve the March 14, 2022 minutes. There was a second from Gilkey and the minutes were approved unanimously.

3.0 Reports

3.1 AEHAP Update: Dr. Ben Ryan - President - not present

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

- Current Balance sheet - checking: \$7,015.76 as of April 8, 2022
- savings: 96,464.02 as of April 8, 2022
- Current Income and Expenses - Net Income: \$42,1376.85
- Sabty reported on a meeting with BC Accounting attend by Murphy and Mitchell. Sabty was happy with the phone call and approved the new approach to managing the finances: Mitchell will handle daily entry activities, payroll and invoicing, with quarterly review and 990 preparation by BC Accounting.

3.3 Chairperson's/ED Report: Murphy/Mitchell

- Annual Meeting agenda: draft approved by Board
- Budget consideration: plans for 2022-2023 - budget meeting on May 4, 2022
- UG Requirements/Graduate Guidelines: limit CV number of pages (Murphy) - **tabled and will be added to Old Business**

3.4 Undergraduate Program Report: Vice Chair Dave Gilkey

- **IUPUI: new PD - Mark Wood**
 - Gilkey recommend approval of the Mark Wood as the new PD
 - Board was concerned whether Mr. Wood is a full time employee or adjunct/part-time. EHAC requires PDs to be full time faculty.

- Decision tabled until Gilkey determines employment status of Mr. Wood.
- **ACTION: Gilkey will ask Dr. Sue Babich about Mr. Wood's employment status.**
- East Central:
 - Gilkey reported that ECU has made changes to their curriculum to address their 2020 conditions but that the changes have not been approved by the Dean.
 - Murphy submitted that the Board has historically not reviewed conditioned programs until required changes have received final approval.
 - Busch Isaksen questioned whether ECU could simply meet the conditions by adding a few lectures to an already established class(es), in order to fulfill the EHAC introductory requirement for Food and Vector subjects.
 - **ACTION: Gilkey will assist Mitchell with composing a letter explaining that**
 - **historically EHAC has not reviewed conditions placed on a program until they have received final approval and can show evidence of implementation.**
 - **The letter will also encourage finalizing the approval process before the June EHAC Annual Meeting.**
 - **Gilkey will also enquire about the process for changing learning outcomes in a course and if adding a few food related and vector related lectures to existing courses would be an option to meet conditions, if they are unable to get the current changes approved by June 2022.**
 - **The Board will consider their conditions once final approval has been attained or discuss options at the June annual meeting if the changes have NOT received final approval.**
- Ohio University Site Visit update: Gilkey
 - Gilkey reported that the site visit to OU was one of his hardest ever – not because of their program self-study or curriculum issues, but because of the impacts that massive budget cuts are having on the program. Gilkey and Moore worked hard to provide them with a plan to sustain and grow the program – going well beyond a simple site visit report.
 - Gilkey is greatly concerned about the health of the program and whether it will survive future program cuts at OU.

3.5 Graduate Program Report: Vice Chair Busch Isaksen - tabled

3.6 Committee Reports

4.0 Old Business:

5.0 New Business:

- UG Requirements: Table 2 discussion:
 - Table 2 needs to be revised
 - Disagreement as to whether required and electives should be shown on Table 2 or only required courses.
 - If only required courses are required to be listed - Section C. needs to be revised
 - Conclusion – required only on Table 2
 - Env. tech areas – allow to choose among electives (not required). Redo Section C. so that it is explicit and everything above Sec. C is only required courses.

6.0 Next Board Meeting: June 1 at 2pm Pacific

7.0 Adjournment Mtg. adjourned at 1:00pm Pacific.

