

Graduate Academic Affairs Committee— Meeting Minutes
Saint Louis University
Friday, **January 12, 2024**

They were asked about additional support students may need to succeed in this program. Dr. Zustiak indicated that students who do not have the necessary background to complete the coursework in the programs would typically be asked to complete that coursework prior to applying to and beginning the program.

The committee discussion identified a number of areas of clarification to request from BME for the two programs including questions discussed with the faculty submitting the proposal.

For both, there is a need for a revision of the section on good standing to clarify the requirements for good standing and the steps that would allow students to return to good standing with regard to performance on coursework.

There was also a need for clarification on program requirements regarding time and their fit with university time-to-degree requirements. What do those time requirements mean for part-time students (if they are allowed to be part-time)?

For the M.S., the curricular requirements should clearly separate the thesis and non-thesis requirements.

For the Ph.D., admission requirements need to be consistent throughout proposal.

In noncourse requirements, the description of the qualifying examination (required exams, their timing, structure, and process) needs to be revised and clarified. It isn't clear what is required. The dissertation should be referenced directly.

Questions will be sent back to the programs prior to a vote.

- d. PBC Behavioral Science and Health Equity
- e. PBC Certificate in Biostatistics
- f. PBC Certificate in Epidemiology
- g. PBC Certificate in Health Management and Policy
- h. PBC Certificate in Public Health Preparedness and Response

Each proposal needs to have a clear justification for that specific area of focus. Currently all certificates have the same justification.

The proposals were missing letters of support from the registrar, the library, and IT. Require a market analysis from Enrollment Management as well.

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e. PBC Maternal and Child Health

All four PBC