UCF Graduate Council

PROGRAM REVIEW AND AWARDS COMMITTEE MINUTES

Minutes of October 22, 2008 meeting	
Members Present	Tosha Dupras, Patrick LiKamWa, Anne Norris, H.G. Parsa, Max Poole
Recorder	Rhonda Nelson
Guests Present	Stephen Holmes, Kendall Cortelyou-Ward, Aaron Liberman

Welcome and call to order. The meeting was called to order by Dr. Stephen Sivo, chair. A quorum was established.

Approval of the minutes. The minutes from the October 8 meeting were approved with no revisions.

Review of M.S. Health Care Informatics new degree proposal. Dr. Aaron Liberman gave a summary of the new proposal, and Drs. Kendall Cortelyou-Ward and Stephen Holmes also provided comments and answered questions. After the summary was given, the chair asked for discussion and questions from the committee members. There were extensive questions and comments on the proposal. The committee was very complimentary of the purpose of the program and felt that the goals section, program review section, library and other equipment section were good. Suggested changes from the Graduate Council were as follows:

- Resolve any conflict with related courses offered by Nursing.
- Provide a course release for the program director and state who the program director will be in the proposal.
- Provide a rationale for the 4 hour classes and provide the syllabi for each of the classes in the program
- In the curriculum section, state how the quality in the program will be monitored.
- Make changes throughout the text to reflect that while this program is not directly involved in the diagnosis or treatment of patients, it is designed to develop systems that could enable medical practitioners to provide better diagnosis and treatment through the use of innovative information technologies.
- Provide faculty resumes, faculty titles and the number of publications in HC informatics of the faculty involved in the proposal.
- Add table that highlights all the programs, tracks, and courses that are available at other institutions in Florida.
- Add letters of support from hospitals and COHPA dean.

Additional concerns and suggestions were as follows:

- Are credentials of most participating faculty strong enough to instruct at a graduate level? Especially when considering the number of adjuncts involved. Do book chapters count as an important item in Health Care fields?
- Correct the table on page 42 to reflect that only 6 hours of thesis are required (not eight)
- Clarify that the GTA is enrolled in the Public Affairs PhD program and not the proposed Health Informatics program.
- Remove references to interdisciplinary participation since only faculty from your unit are involved
- Add information to the admissions section clarifying that prospective students need to have a background in "medical coding" prior to admission. Make certain that students understand that it is not totally on-line and some attendance at UCF campus is required.
- Provide better descriptions of courses to justify that they are worth 4 credit hours. List multiple topics to be covered in a course so that can clearly see the major topics to be covered... Also address specifically, how and where in the curriculum are "research methods" taught.

The committee voted to table the Health Care Infomatics proposal so that those items discussed today could be addressed by the department. This proposal will be brought back to a future meeting once the items once the proposal has been updated.

In reference to the next meeting that will continue the discussion of questions for Program Review, Dr. Sivo suggested that we invite someone from the university assessment office to attend the meeting.

Announcements and adjournment. The meeting was adjourned at 3:30 p.m. The next meeting will be held November 5, 2008, 1:30, MH 327.