Members present: Lee Cliff, Kevin Arno, Hua Bai, Kathleen Valentine, Yingying Wang, and Maureen McCarthy & Eileen Raymond were present to respond to any questions concerning the MPH Program.

Maureen McCarthy was introduced to the group as the person who would be responding to questions concerning the MPH Program. Kevin Arno was also introduced as Rick Bates replacement from the Literacy Department.

Maureen provided an overview of the MPH Program including the needs assessment for the field of Public Health as well as the need for the community at large.

Questions posed were:

1. Lee questioned the staffing needs for the program and Maureen explained that it would be necessary to hire 2 new faculty members over a two-year period. One new person would be hired for the first year that the program is in place with the second new person hired for the second year.

Maureen stressed the fact that this would be the only MPH Program in the Northern New York Area.

At this time Maureen was dismissed from the meeting and the group was open for discussion.

Since there were no additional questions, Keven Arno made the motion to bring the proposal to a vote and Lee Cliff seconded the motion.

The committee unanimously agreed to recommend the MPH Program to the Dean for approval.

Before the meeting terminated, Kathy Valentine introduced a rubric for the committee members to review. The rubric was provided as a tool to aid in the new program review process.