Collectively, we can staff 29 courses each semester if we all teach our assigned loads. The asterisk denotes eligibility to teach graduate courses. Based solely on eligibility status, there is the potential to staff 24 graduate courses each semester, based on assigned loads.

|  |  |
| --- | --- |
|  | Assigned Load |
| Ding\* | 3 |
| Eagle\* | 5 |
| English\* | 3 |
| Farrell\* | 3 |
| Gardner\* | 2 |
| Kim | 5 |
| Lartey\* | 2 |
| Macy\* | 3 |
| Watkins\* | 3 |
| Total | 29 |

The BSPH program, at present, staffs 21 courses in the fall and 23 in the spring. PH 410 is an elective that isn’t being offered but needs to be if it is to remain in the Colonnade program. All other electives noted in the undergraduate catalog appear to be offered, but I will have to defer to Grace on this.

The MPH program must minimally staff eight core courses each semester. Additionally, there are six elective courses that support certificates, and thus ideally should be offered annually (this includes PH 502, 503 which have cross-listings as EOHS 502, 503). There are two electives that serve EOHS (PH 620, 630) and grad students planning to pursue a PhD; these too should ideally be offered annually. And, there are two electives for curricular GrAPEs (PH 588) and ILE (PH 530). While PH 588 only needs to be offered once a year, PH 530 needs to be offered each semester. There are several other electives that are on the books that we have not offered for many years. Even with excluding them, the MPH must staff 14 courses per semester.

Thus 23 (max BSPH) + 14 (MPH) = 37 courses each semester that must be staffed. This leaves us with an eight course deficit each semester that is currently being met by the courses not being offered (in the MPH especially), faculty teaching in overload, and/or employing adjuncts. Four slots each semester are currently met by our transitional retirees, Tom and Darlene; this will adjust to two each semester in January.

We, as a team, need to find a solution to this deficit, working within the parameters established by the university which include:

* Required BSPH courses cannot be offered only in an online format.
* At least 50% of credit hours must be in f2f format for international graduate students. Currently, all electives (except PH 620 and 630) are online.
* Saudi students cannot take online courses.

Additional information we need to consider:

* Currently, there is no indication that Tom and/or Darlene’s vacated lines will be filled.
* The incubated online MPH will likely roll into base in 20/21, effectively giving a very limited window for creating/staffing another instructor position which would roll into base.
* Any growth in the online MPH, EMHA, or format changes to EOHS will increase the minimum number of courses we will need to teach each semester.

I ask each of you to think through this information carefully and suggest solutions.