

**TO:** University Council on Graduate Study

**FROM:** Patricia Beeson

**DATE:** October 3, 2006

**SUBJECT: Next Meeting of Council: Tuesday, October 10, 2006, 4:00 – 5:00 p.m.\*\*  
817 Cathedral of Learning (\*\*Note time change)**

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If you are unable to attend this meeting, please send a substitute in your place and e-mail Paula Janikowski (paulaj@provost.pitt.edu) or phone (x4-0790).

### **AGENDA**

**I. Approval of Minutes, September 12, 2006** (*attached*)

**II. Program Proposals**

**A. Certificate Program in Recruitment/Retention in Public Health Research and Service Programs, Graduate School of Public Health** (*held over from 9/12/06*)

This program will provide students with the knowledge and training necessary to carry out a wide range of successful recruitment programs. The recent focus on health disparities by the NIH and other government agencies requires practitioners skilled in recruiting targeted populations for study. This certificate program will provide students with the training and skills necessary to do effective recruitment and retention, including knowledge of relevant social marketing and community organization literature, health literacy, focus group methods, research ethics, creating and maintaining community advisory boards, recruitment strategies like direct mail and internet recruitment, publication design, and public relations.

**III. Discussion**

**A. Update from Vice Provost Beeson on health insurance for funded graduate students**

**B. Information requested for December 12<sup>th</sup> UCGS meeting and presentation by David Bryan Clubb, Director of the Office of International Programs**

**C. Update from Vice Provost Beeson on Assessment at the University of Pittsburgh**  
(*time permitting*)

Attachments

cc: Barbara Repasi Heron  
Michele Colvard