**California State University San Marcos**

**College of Education, Health and Human Services**

**Curriculum and Academic Policy Committee**

**Minutes, February 3rd, 2016**

**3:30pm- 4:30pm, UH 449**

MEMBERS & GUESTS:

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| --- | --- | --- | --- |
|  | Susan Andera (SoN) –Co-Chair | x | Hyun Gu Kang (SHSHS) |
| x | Denise Garcia (Dean Designee, non-voting) | x | Jodi Robledo (SoE) |
|  | Ingrid Flores (At-Large) | x | Nancy Romig (SoN) Co-Chair |
| x | Ana Hernandez (SoE) | x | Fernando Soriano (SHSHS) |
|  | Shannon Hofmann (Student Services Rep.) |  | Heidi Jones (CEHHS) Admin. Support |

1. WELCOME 3:30pm
2. Approve Agenda– **Approved**
3. Approve Minutes – 12/9/2016- **Approved**
4. Announcements: **Suggestion to have each person is responsible to review a course and then just submit it. Trust their review is good.**
5. Standing Report for CCC- **N/A**
6. Standing Report for Senate- **N/A**
7. Human Development (HD) Undergraduate Program Revisions & New Courses  
    1. HD 231-Action Research in HD-Jodi & Ingrid **C- Form is good, Syllabi needs some additional work.**  
    2. HD 383- Interdisciplinary Understanding of children, Youth and Families-Jodi & Ingrid APPROVED!  
    3. HD 384- Social Policy- Ana & Fernando APPROVED!  
   **All HD** **Faculty** 4. HD 220- Statistics- Hyun Gu & Fernando **To review next week (need course descriptions to match)** **should use** 5. HD 230- Research Methods for HD Hyun Gu & Fernando **To review next week**  
   **Fernando’s**  6. HD 351- Health Disparities - Susan & Nancy  
    **curriculum**  7. HD 385- Ecological Perspectives- Susan & Nancy  
    **& syllabi as** 8. HD 303- Adolescent Development- Ana & Hyun Gu  
    **a template** 9. HD 304- Adulthood- Susan & Nancy  
    10. HD 302- Child Development-Jodi & Ingrid  
    11. HD 102-HD Prep Skill- Ana & Fernando- APPROVED! **Contingent on removing the ? and adding course #.**  
   \*12. HD 301: Hyun Gu & Fernando

\*13. HD 360: Ana & Nancy

\*14. HD 495- Field Experience: Susan & Jodi

\*15. HD 382- Multiculturalism Social Justice: Jodi & Ingrid

Courses Previously/ Pending Review further:Proposers alerted to comments in Box on reviewed courses for suggested changes. \* CAPC will review these courses to see if proposers made changes.  
New KINE Curriculum –

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| --- |
| 1. KINE 427- Assessment and Programing for Health Aging: Jodi & Fernando 2. KINE 301- Motor Control and Learning: Denise 3. KINE 302- Care and Prevention of Athletic Injuries: Denise 4. KINE 310- Adventure Based Learning, Team Building, and Experiential Educ.: Denise 5. KINE 311- Movement Pedagogy : Denise 6. KINE 326- Introduction to Exercise Physiology : Denise 7. KINE 425- Biomechanics of Human Movement : Denise 8. KINE 305- Movement Anatomy: Denise P-Form- ALL 9. New Nursing Curriculum-  1. NURS 531 Advanced Practice Nursing Skills Lab: Hyun Gu & Ana  2. P- Form: ALL |

1. AGENDA ITEMS FOR NEXT REGULAR MEETING  
   - Review revisions made to Sinem Siyahhan’ s Curriculum.

1. ACTION ITEMS   
   – **All Proposers will be made aware of the following as decided by committee. If you will be submitting curriculum or have submitted curriculum to the CAPC (Curriculum and Academic Planning Committee) you are responsible effective immediately to check BOX for updates on a weekly basis.  The CAPC members & Heidi Jones in the Dean’s office will add you to the BOX when they receive your submissions and make sure you are able to see your curriculum.  You as the proposer are able to receive the feedback necessary to make changes so they processed in a timely manner.  The CAPC members assigned to your forms will contact you in addition to making the changes on Box.  You are also responsible for checking the box on your own.  Please notify Heidi Jones at** [**hejones@csusm.edu**](mailto:hejones@csusm.edu) **if you do not have access to your select curriculum and she will assist you in this regard. Please ensure that you are uploading a new VERSION to your document, not a new DOCUMENT to the box.  This will result in less confusion to the committee and everyone involved in the reviewing process. If you need assistance with BOX or are unfamiliar with BOX please use** [**this link**](http://www.csusm.edu/iits/training/box/) **for help.  You can also email Margie Kidd (**[**mkidd@csusm.edu**](mailto:mkidd@csusm.edu)**) to set up a training appointment.**

**This also means the committee members will be responsible for contacting proposers and following up on the changes that need to be made. Hopefully this will expedite the process in reviewing curriculum.**

1. ADJOURNMENT – 4:35pm

*Next meeting February 10th, 2016*