**Curriculum & Academic Policy Committee**

College of Education, Health & Human Services (CEHHS)

DraftMINUTES - November 16, 2016

Committee Members:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Jodi RobledoSchool of Education | X | Alham AbuatiqSchool of Nursing |
| X | Elizabeth GarzaSchool of Education | X | Ingrid FloresAt-Large |
| X | Hyun Gu Kang **(Co-Chair)**School of Health Science & Human Services |  | Jodi RobledoCEHHS Rep. to UCC ***(Non-voting)*** |
|  | Jimmy YoungSchool of Health Science & Human Services |  | Shannon Cody, DirectorCEHHS Student Services ***(Non-voting)*** |
|  | Susan Andera **(Co-Chair)**School of Nursing | X | Denise Garcia, Associate DeanCEHHS ***(Non-voting)*** |

Guest(s):

**CALL TO ORDER**

 Meeting called to order at 3:30 PM. Quorum was established.

**APPROVAL OF MINUTES**

 Minutes from October 19, 2016 were approved as written. – approved

**STANDING REPORT FROM CCC:**

No Updates

**STANDING REPORT FROM SENATE:**

No updates

**DOCUMENTS UNDER REVIEW**

***Old:***

SW-Master of Social Work Curriculum (9/21/16)

**P-2 Form: ALL**

C Form: MSW 629 Garza, Robledo:

 Pending- need to be re done- feedback posted in the box. Extended course outline is missing elements

C Form: MSW 636 ALL

 Pending. Extended course outline missing elements

C Form: MSW 698A Andera, Young

 Pending need to check yes in box21, syllabus need to address the GWAR policy as appropriate

C Form: MSW 698B Kang, Flores

 Pending Box#21 should be Yes, GWAR policy need to be address to the syllabus as appropriate

C-2 Form: MSW 541 Garza, Robledo, Flores

 Pending Course and Box#13 need to be clarified along with 540 need to start the catalog description with a verb- Ingrid to check policy. (Regina confirms that this is not a requirement-Hyun Gu 11/17/2016)\_ Box 13 was clarified.

C-2 Form: MSW 602 Garza, Robledo, Flores:

 Pending current information with course title change need to be filled

C-2 Form: MSW 642 Garza, Robledo, Flores:

Pending course description should start with a verb/ catalog style. (Regina confirms that this is not a requirement-Hyun Gu 11/17/2016)

C-2 Form: MSW 643 Garza, Robledo, Flores:

Pending course description should start with a verb/ catalog style, shorting the course description. (Regina confirms that this is not a requirement-Hyun Gu 11/17/2016)

C-2 Form: MSW 662 Andera, Young:

 Approved

C-2 Form: MSW 699 Andera, Young:

 Pending need to restructure / provide descriptive course description.

SLP Changes to BS in SLP (10/17/16)

P-2 Narrative: Catalog Edits

 Approved by e-mail and was signed off.

NURS 447 – approved. Will move forward per Susan’s email. Hyun Gu signed.

Master of Public Health (10/28/16):

 C-2 Form: PH 563 approved.

 C Form: MPH 693 – waiting for updated version

Moving forward e-mail sent by Susan to approve 695, 698.

 695-approved, waiting for signatures from PH

 698-approved, waiting for signatures from PH

**AGENDA ITEMS FOR NEXT MEETING**

Criselda Yee from Academic Programs. Curriculog electronic training planned for the committee members by next meeting, please bring screens for the training purposes.

Elevation of M.A. in Education options into a standalone M.A. program. A “modified” P-form will be submitted for CAPC review from Carol.

Hyun Gu sent MSW comments to Blake Beecher 11/18/2016

Donna sent MPH reminders to PH 11/18/16

**ADJOURNMENT**

Meeting adjourned at 4:30 pm.

*Next Meeting: November 3o, 2016, 3:30 - 4:30 in UNIV 449*