**Curriculum & Academic Policy Committee**

College of Education, Health & Human Services (CEHHS)

**Minutes** – April 26, 2017

3:30 - 4:30 PM in UNIV 449

Committee Members:

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| --- | --- | --- | --- |
| X | Jodi Robledo  School of Education |  | VACANT  School of Nursing |
| X | Elizabeth Garza  School of Education | X | Ingrid Flores  At-Large |
| X | Hyun Gu Kang **(Co-Chair)**  School of Health Science & Human Services | X | Jodi Robledo  CEHHS Rep. to UCC ***(Non-voting)*** |
| X | Jimmy Young  School of Health Science & Human Services |  | Shannon Cody, Director  CEHHS Student Services ***(Non-voting)*** |
|  | Susan Andera **(Co-Chair)**  School of Nursing |  | Denise Garcia, Associate Dean  CEHHS ***(Non-voting)*** |

Approved all previous minutes. (5/5 yes)

***OLD***:

Approved MA in Special Education Elevation.

New:

Reviewed MA in Reading and Literacy Elevation

Email sent to Laurie Stowell:

CAPC has completed the review of the P-2 form and the Elevation document for the MA in Reading, Language and Literacy.

We have identified six (6) things to fix.

1.        P-2 form, first paragraph.  In the 2nd and 3rd lines, please correct the names of the (program before) to (program after).  Currently, you are elevating the MA in R.L.L. to MA in Ed Admin.  I believe you want elevate MA in Education , option in RLL to MA in RLL.

2.       P-2 form, Part 2.  You need to attach a scan of the hand-marked changes to the catalog.  Please hand-mark changes then scan.

3.       Elevation Form, Part 3b.  PLO #4:  “Analyze and Integrate Research” is too short and not very descriptive.  Consider working similar to other elevated MA programs, like Analyze and Integrate Research to develop new curriculum/program/… etc.

4.       Elevation Form, Part 4b.  You are missing the Introduced/Developed/Mastered matrix that shows the relationship between each courses and their relationship to the PLO’s.

5.        Elevation Form, Appendix A.  #3, #8 – spacing in the text is incorrect.  It appears that there is no space between the words.  You may either have no space or kerning may need to be adjusted

6.       There are small typographic errors that should be caught through grammar check.

Next meeting: 05/03/17