**Curriculum & Academic Policy Committee**

College of Education, Health & Human Services (CEHHS)

MINUTES April 4, 2018 (APPROVED)

3:00 – 4:00 PM in UNIV 449

**Committee Members:**

|  |  |  |  |
| --- | --- | --- | --- |
| X | Brooke Soles  School of Education | X | Deborah Kristan, Associate Dean  CEHHS ***(Non-voting)*** |
|  | Elizabeth Garza  School of Education |  | Shannon Cody, Assistant Dean  CEHHS Student Services ***(Non-voting)*** |
| X | Hyun Gu Kang, Co-chair  School of Health Sciences & Human Services |  | Andi Shibata  CEHHS Student Services ***(Non-voting)*** |
|  | Jimmy Young  School of Health Sciences & Human Services |  | Nam Nguyen  CEHHS Student Services ***(Non-voting)*** |
|  | Lorna Kendrick  School of Nursing | X | Gwen Hansen  CEHHS Student Services ***(Non-voting)*** |
| X | Amy Carney, Co-chair  School of Nursing | X | Melinda Jones  CEHHS, Staff ***(Non-voting)*** |
| X | Paul Stuhr  At-Large | X | Paul Stuhr  CEHHS Rep. to UCC ***(Non-voting)*** |

Guest(s):

# CALL TO ORDER (Carney/Kang)

* 3:00 pm. Establish quorum: Yes.

# APPROVAL OF MINUTES (Carney/Kang)

* Move to approve, Carney. Second, Stuhr. Approved.

# STANDING REPORT FROM CCC (Kang)

* None.

# STANDING REPORT FROM UCC (Stuhr)

* First reading today (4/4/18), Minor in Education.
* Academic Programs, discussion of transition from paper doc for P forms and C forms. Instead of attaching or including detail outline/syllabus, include only pertinent details relevant to form (in a designated text box). The point is not to have originator include items not necessarily needed for the review. Since this would be out of the authority of CAPC and UCC, specifically to syllabi.
  + CAPC Feedback: Positive response to having the prompt.
  + CAPC Feedback: If we don’t review, who would?
    - Perhaps the unit (department/school) responsible.
  + Any other comments about this please contact Paul.

# PROCEDURE QUESTION:

Q: Should comments be made in Curriculog? A: Per CCC discussions/comments should be brought to committee.

# ITEMS UNDER REVIEW

## EDUCUCATION

* EDUC 422
  + 2/28/18: Discussed in meeting. Returned to originator; comments left on Curriculog; gave feedback to Sinem directly.
  + 4/4/18 No new updates
* EDUC 350
  + 2/14/18: Proposer requested rejection for corrections.
  + 4/4/18 No new updates
* EDUC 362
  + 2/14/18: Proposer requested rejection for corrections.
  + 4/4/18 No new updates

## PUBLIC HEALTH

* PH 695
  + 3/14/18 C2 Form: graded course to credit/no credit. Originator did not indicate this change in appropriate box.
  + 3/14/18 Move to reject proposal as is. Indicate to make correction.
    - Correction: Grading Basis: credit/no credit.
    - Correction: Originator is noted as Heidi Burney, staff. If it is rejected who will it go back to?
      * Emmanuel Iyiegbuniwe should be entered as originator on this document. Most importantly for approval.
  + 4/4/18 Review of the requested edits: grading changes and originator. All edits were completed.
  + “Mode of Instruction, Note about Supervision Courses” was originally marked incorrectly. Hyun Gu met with Emmanuel and corrected, Supervision Course Classification Number.
  + 4/4/18 Motion to approve, Garza. Stuhr, second. Vote: Approved.
* PH PROGRAM CHANGE – MODIFICATION TO ADMISSIONS REQUIREMENTS (Note: This is a paper submission. The file may be reviewed in SharePoint: <https://csusm.sharepoint.com/:f:/r/sites/college_of_education_health_and%20_human_services/deans_office/administration/Shared%20Documents/Governance/Standing%20Committees/Committee_CAPC/drop_box_reviews/ph?csf=1&e=7i3NvJ>)
  + 4/4/18 P2 Form: Proposed changes to section 7: Admission Requirements and Application. Added items not previously included.
  + Need to verify which version is intended for use, catalog copy or tracked changes? Committee requesting replacement page/s.
  + 4/4/18 Motion to move back to originator, Soles. Second, Carney. Vote: Yes.

## NURSING

Tentative:

* NURS 200
* NURS 201
* NURS 210
* NURS 211

4/4/18 UPDATE: Corrections have been made per Amy. Waiting for approval from Lorna.

## KINESIOLOGY

* 3/14/18 KINE 427
  + C2 – Prerequisite. Allow other students with 300-level Kinesiology core courses to take this course.
  + Recommendation to modify/shorten course description language for prerequisite list:
    - Prerequisites: KINE 301 OR KINE 303 OR KINE 305 OR KINE 310 OR KINE 311 OR KINE 326. Change to: KINE 303 or KINE 310.
    - Current practice is to condense.
* 4/4/18 Second Review:
  + The list will remain expanded with the removal of KINE 303.
  + Motion to approve, Carney. Second, Stuhr. Vote: Approved.

# ANNOUNCEMENTS

* *Potential end of year gathering for CAPC Committee. Debbie will verify with Denise.*
* *Consideration for service next year. Garza and Young, terms will end this semester.*

# **ADJOURNMENT: 3:55 pm** (Carney/Kang)

# NEXT MEETINGS

* Spring Dates
  + April 18 and May 2 ( standing meeting time: 3:00 – 4:00 pm)

**CURRICULOG ACTIVITY DIGEST (AS OF 4/4/18)**

|  |  |
| --- | --- |
| EDUC - 350 - Foundations of Teaching as a Profession | |
| 3:04 pm: | Amy Carney has decided to reject your proposal, EDUC - 350 - Foundations of Teaching as a Profession, with the following comment: Further editing required [Click here](http://csusm.curriculog.com/proposal:945/form) to view the proposal |
| EDUC - 364 - The Role of Cultural Diversity in Schooling | |
| 3:13 pm: | The proposal, EDUC - 364 - The Role of Cultural Diversity in Schooling, has been rejected while on the College Curriculum Committee Chair step and is moving back to the first step. [Click here](http://csusm.curriculog.com/proposal:946/form) to view the proposal. |
| EDUC - 422 - Teaching, Learning, and Technology | |
| 4/4/18  4:39 pm: | Sinem Siyahhan has made an edit on the Reason(s) for changing this course: field for your proposal, EDUC - 422 - Teaching, Learning, and Technology . [Click here](http://csusm.curriculog.com/proposal:943/form) to view the proposal. |
| KINE - 427 - Assessment and Programming for Healthy Aging | |
| 3/28/18  1:55 pm: | The proposal, KINE - 427 - Assessment and Programming for Healthy Aging, with the step of Department Chair has been approved and is moving on to the College Curriculum Committee Member (All comments in this step are private to committee members only.) step. [Click here](http://csusm.curriculog.com/proposal:1017/form) to view the proposal. |
| PH - 695 - CAPSTONE PROJECT IN PUBLIC HEALTH | |
| 3/28/18  3:12 pm: | The proposal, PH - 695 - CAPSTONE PROJECT IN PUBLIC HEALTH, with the step of Department Chair has been approved and is moving on to the College Curriculum Committee Member (All comments in this step are private to committee members only.) step. [Click here](http://csusm.curriculog.com/proposal:1149/form) to view the proposal. |
| SLP - 641 - Supervised Clinical Experience: Children/Adults | |
| 4/3/18  11:10 am: | Regina Eisenbach has decided to approve your proposal, SLP - 641 - Supervised Clinical Experience: Children/Adults. [Click here](http://csusm.curriculog.com/proposal:607/form) to view the proposal |
| SLP - 642B - SUPERVISED CAMPUS-BASED CLINICAL EXPERIENCE II: CHILDREN/ADULTS | |
| 4/4/18  10:55 am: | The proposal, SLP - 642B - SUPERVISED CAMPUS-BASED CLINICAL EXPERIENCE II: CHILDREN/ADULTS, with the step of Dean of Academic Programs.1 has been approved and is moving on to the UCC Member (All comments in this step are private to committee members only.) step. [Click here](http://csusm.curriculog.com/proposal:608/form) to view the proposal. |