**Curriculum & Academic Policy Committee**

College of Education, Health & Human Services (CEHHS)

Minutes January 30, 2019

3:30 – 4:30 PM in UNIV 449

**Committee Members:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Brooke Soles  School of Education | X | Deborah Kristan, Associate Dean  CEHHS ***(Non-voting)*** |
| X | Elizabeth Garza  School of Education | X | Shannon Cody, Assistant Dean  CEHHS Student Services ***(Non-voting)*** |
| X | Hyun Gu Kang,  School of Health Sciences & Human Services |  | Andi Shibata  CEHHS Student Services ***(Non-voting)*** |
| X | Jimmy Young (Chair)  School of Health Sciences & Human Services |  | Nam Nguyen  CEHHS Student Services ***(Non-voting)*** |
|  | Vacant  School of Nursing |  | Gwen Hansen  CEHHS Student Services ***(Non-voting)*** |
| X | Wendy Hansbrough  School of Nursing | X | Malachi Harper  CEHHS, Staff ***(Non-voting)*** |
| X | Paul Stuhr  At-Large | X | Paul Stuhr  CEHHS Rep. to UCC ***(Non-voting)*** |

Guest(s): Joni Kolman, Ann Renee (via telephone)

# CALL TO ORDER (Young)

* Establish quorum: Yes

# APPROVAL OF AGENDA/MINUTES (Young)

* Agenda: No changes, stands as approved.
* Minutes: No changes, stands as approved.

# ANNOUNCEMENTS

# STANDING REPORT FROM CCC (Young)

* CCC has not yet met, therefore nothing is available to be reported this semester. Previously, Jimmy informed them of the usefulness of curriculog.

# STANDING REPORT FROM UCC (Stuhr)

* Paul noted that nothing mentioned here was relevant to this committee.

**PREVIOUS ITEMS TO DISCUSS**

* **KINE 495 A, B, & C (C-2 forms) approved and moved on from CAPC 12/20/2018.**
  + After an administrative delay was resolved, these moved on from the committee as decided at the previous meeting.

# ITEMS UNDER REVIEW:

* Vacant School of Nursing Seat
  + To Do: The Dean’s Office will coordinate with SoN to fill the vacancy per the policy posted on the CEHHS website. Relevant language is:
    - If a committee member cannot fulfill her/his term of office, the resulting vacancy shall be filled for the remainder of the term of office by a replacement member selected from the same school as the original member.  The replacement member shall be selected from a pool of volunteers by the College Coordinating Committee.  The Clerical Support Staff, at the direction of the Vice Chair of the CEHHS Community, shall publish a notice of the vacancy, soliciting volunteers to serve in replacement, and shall record and publish the decision of the CCC.

## EDUCATION

* **EDUC 603 (C-Form)**
  + **Item 13:**
    - A discussion of the broad language resulted in no change.
  + **Item 8:**
    - Data collection processes were discussed.
  + **Item 14:**
    - Minor change to language was made.
    - Committee discussed the difference between ERGs and Pre-requisites.
  + **Item 20:**
    - Paul mentioned the course classification of the instruction mode as 1 was unique. Per the classification schedule, all three classes should be C-2. Joni and Ann agreed.
  + **Item 24:**
    - This is applicable across all three courses. The first learning outcome is described as “[students] will be able to”. Hyun mentioned that a SLO would be measureable and thus language such as students will demonstrate or students will effectively describe. Paul also pointed out that terms like ‘understand’ is considered vague by UCC. Joni agreed noting that she had followed previous submissions and will make the changes.
  + Paul noted that DSS changed its name.
* **EDUC 617 (C-Form)**
  + The catalog description should be made more specific and descriptive of the course. However, specific work the student will complete during the course need not be mentioned, as a result this sentence could be deleted.
  + The proffered grading scheme did not add up to 100, which wouldn’t be relevant had the form not stated the grades were on a 100 score scale.
* **EDUC 628 (C2-Form)**
  + Multiple items from the previous courses are applicable here.
* **Motion to Approve**
  + EDUC 603, 617, and 628. Committee moved to approve with pending changes.
  + Moved: Jimmy Young
  + Seconded: Paul Stuhr
  + Unanimously Approved
* **Masters of Arts in Education, General Option (P2-Form)**
  + Committee discussed the history of the P2-Form.
  + There were formatting issues that resulted in blank pages for the reviewers.
  + Committee recommended attaching the catalog changes as a separate document. Additionally, formatting changes (i.e. using bold) would be useful to differentiate sections. It was also suggested to include a ‘road-map’/’program of study’ for review by UCC.
  + Joni explained that the electives are at the student and faculty advisor’s discretion due to the nature of the program and the advanced students it draws.
  + **Motion to Approve**
    - Committee motioned to approve the P-2 form with the discussed changes.
    - Moved: Jimmy Young
    - Seconded: Paul Stuhr
    - Unanimously Approved

## PUBLIC HEALTH

## SPEECH LANGUAGE PATHOLOGY

## NURSING

## KINESIOLOGY

# **ADJOURNMENT: 4:20 p.m.** (Young)

# NEXT MEETINGS

* Spring Dates:
  + January 30, 2019
  + 3:30 – 4:30 p.m.
  + February 13, 2019
  + 3:30 – 4:30 p.m.
  + February 27, 2019
  + 3:30 – 4:30 p.m.
  + March 13, 2019
  + 3:30 – 4:30 p.m.
  + March 27, 2019
  + 3:30 – 4:30 p.m.
  + April 10, 2019
  + 3:30 – 4:30 p.m.
  + April 24, 2019
  + 3:30 – 4:30 p.m.
  + May 8, 2019
  + 3:30 – 4:30 p.m.