Governance Report to All College: CAPC - FINAL REPORT- 2015-2016
**Members:**

 **Accomplishments:**

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

What has been done/accomplished in the last academic year?

The committee has reviewed a number of curriculum revisions this year. All schools and departments submitted to the committee. Please see the table below.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Schools/Departments | P–2Forms | New Courses(C form)(25) | CourseChanges(C-2 form)(49) | CourseDeletions(D- forms)(7) | Special Topics(4) | Catalog Reconciliations(3) |
| School of Education | -BilingualAuthorizationProgram-Educational Technology Certificate-IB Educator | 2 | 38 |   6 and 2 certificates |  |  X – Fall 2015 |
| School of Nursing | -Psych NP-FNP-Transitions of Care | 245 | 5 |  | 3 |  |
| Kinesiology |  BS in K. |  | 9 | 1 | 1 |  X – Fall 2015 |
| Human Development | BS in HD | 9 | 8 |  |  |  |
| Social Work | MSW |   | 4 |  |  | X – Fall 2015 |
| Speech Language  | MS |  | 9 |  |  |  |
|   | BS | 3 | 3 |  |  |  |

**3 Year Rolling Plan/ Strategic Plan:**
How has your committee been involved with the plan? What do you plan to do in the upcoming semester?

The committee has not directly contributed to the attainment of the goals stated in the CEHHS 2015-2016 strategic plan. The committee has supported the underlying assumptions for the plan by “developing and sustaining long term positive working relationships within the college and across the university ” by initiating and providing curricular consultation in curriculum revisions submitted in the different schools and departments in CEHHS. The co-chairs of the committee collaborated closely with the Chair of UCC by seeking guidance regarding committee questions on curricular submissions. Recommendations are listed below to continue a collaborative relationship within the college and with UCC.

**Plan of Action:**
What does your committee plan on doing in the upcoming semester/ year?

**Recommendations by committee for CAPC – 2016-2017:**

\*Creation of a Cougar Course in Community for CEHHS with information regarding curricular submission process. Short webinar tutorials can be developed for faculty that can assist with curricular submissions.

* Examples of the curriculum forms (P, P-2, C, C-2 etc) from each School and Dept in the college can be provided as reference.

\* Forward recommendation from committee for faculty release time for creating the community course for CAPC over Summer or Fall 2016.

\*Send recommendation to Faculty Development Committee to host a brown bag workshop once a year for faculty in the college on the College and University requirements in submitting curriculum revisions. Have Chair or Directors also attend to provide oversight and guidance to faculty.

\*Have the Chair of UCC provide an orientation at the beginning of each academic year to CAPC regarding the responsibilities of CAPC in reviewing curriculum submissions for UCC review.