**California State University San Marcos**

**College of Education, Health and Human Services**

**Curriculum and Academic Policy Committee**

**MINUTES (DRAFT) September 17, 2014**

**3:00pm – 4:00pm, UH 449**

 MEMBERS & GUESTS:

|  |  |  |  |
| --- | --- | --- | --- |
| X | Susan Andera (SoN) | X | Sean Newcomer (SHSHS) |
| X | Denise Garcia (Dean Designee, non-voting) |  | Jodi Robledo (SoE) |
| X | Ingrid Flores (At-Large) | X | Nancy Romig (SoN) |
| X | Ana Hernandez (SoE) |  | Fernando Soriano (SHSHS)  |
|   | Guest(s):  | X | Jill Flaa (Dean’s Office, Support Staff) |

1. **WELCOME**
2. **Agenda -** Approved as presented
3. **Approve 9/3/14 Minutes –** Minutes approved as presented
4. **Chair’s Announcements –** There is a back log in the UCC---no need to hurry through curriculum to review.
5. **REVIEW AND DISCUSS ASSIGNED CURRICULUM**
	1. **KINE** –reviewed and commented on C forms: Hatha Yoga, Disc Gold, Fitness Walking, Cardio Dance,
	2. **SLP** – reviewed and commented on
6. **DISCUSS UCC GUIDANCE ON REVIEWING CURRICULUM**

Guidelines provided by Carol Van Vooren were reviewed. Ingrid pointed out a few highlights:

* Omit language “course” and “topics” from catalog description
* Catalog description and should be identical or similar
* Include how each assignment contributes to course grade
1. **ANNOUNCEMENTS**

Possibility the meeting on October 1 will be cancelled if new curriculum is not submitted

1. **AGENDA ITEMS FOR NEXT REGULAR MEETING**

 *Wednesday, October 1, 3p-4p, UH 449*

None

1. **ACTION ITEMS**

Continue to review KINE and SLP curriculum using guidelines provided

1. **ADJOURNMENT**

Adjourned at 4:10 p.m.