**Curriculum & Academic Policy Committee**

College of Education, Health & Human Services (CEHHS)

MINUTES – September 27, 2017

3:30 - 4:30 PM in UNIV 449

**Committee Members:**

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|  |  |  |  |
| --- | --- | --- | --- |
|  | Brook Soles  School of Education |  | Amy Carney  School of Nursing |
|  | Elizabeth Garza  School of Education |  | Paul Stuhr  At-Large |
|  | Hyun Gu Kang  School of Health Sciences & Human Services |  | Paul Stuhr  CEHHS Rep. to UCC ***(Non-voting)*** |
|  | Jimmy Young  School of Health Sciences & Human Services |  | Shannon Cody, Assistant Dean  CEHHS Student Services ***(Non-voting)*** |
|  | Lorna Kendrick  School of Nursing |  | Denise Garcia, Associate Dean  CEHHS ***(Non-voting)*** |

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Guest(s):

**CALL TO ORDER** (Carney/Kang)

Establish quorum **– quorum established**

**Present: B. Soles, H. Kang, J. Young, L. Kendrick, A. Carney, P. Stuhr, S. Cody**

**APPROVAL OF MINUTES** (Carney/Kang)

**Kang – Update to add Kendrick/Carney to review NURS 389**

**Carney – move to approve; Kendrick – 2nd motion; 6-yes, 0-no; motion carried**

**STANDING REPORT FROM CCC** (Kang)

**No update. CCC is still waiting for BAPC to elect chair. Mtgs will subsequently be scheduled.**

**STANDING REPORT FROM SENATE** (Stuhr)

**Stuhr: UCC voted to propose Curriculog go-live of Jan 1, 2018. All submissions on/after this date must be via Curriculog. Plan to discuss as announcement item in Senate / ECC in Oct/Nov. Only paper submissions dated in 2017 in CAPCs will be processed after that date.**

**OLD ITEMS UNDER REVIEW**

* SOE: MA Literacy (Original signed P-2 form available)
  + Revised P-2 Form Narrative – Stuhr / Soles
  + Revised Program Elevation – Kang / Carney
  + Revised Catalog Changes – Young / Kendrick
    - **Reviewed all comments from assigned faculty**
    - **Kang to notify SOE (Stowell) of recommended edits and recent requirement changes**
* SoN: BSN
  + P-2 Form, C- Form NURS 389 **–** Kang to clarify prerequisite of 491/495; **reassigned to Kendrick/Carney**
    - **Kendrick/Carney agreed documents are acceptable as written**
    - **Kang move to approve as-is; Young 2nd motion; 6-yes, 0-no; motion carried**
* BA in Game Design Studies;
  + A-Form – Stuhr / Soles
  + A-Form Abstract –All to review
    - **Reviewed comments from assigned faculty**
    - **Kendrick motion to approve as-is; Carney 2nd motion; 6-yes, 0-no; motion carried**
* Kinesiology: Denise indicated ERGs are required before students can be registered in November
  + C2-Form KINE 204 – Stuhr / Soles
  + C2-Form KINE 301 – Kang / Carney
  + C2-Form KINE 302 – Young / Kendrick
  + C2-Form KINE 303 – Garza / Kang
  + C2-Form KINE 304 – Garza / Young
  + C2-Form KINE 305 – Garza / Kendrick
  + C-2 Form KINE 311 – Soles / Carney
  + C-2 Form KINE 326 - Garza / Stuhr
  + C-2 Form KINE 336 - Kang / Soles
  + C-2 Form KINE 404 – Young / Garza
  + C-2 Form KINE 405 – Kendrick / Kang
  + C-2 Form KINE 407 – Carney / Young
  + C-2 Form KINE 415 – Stuhr / Kendrick
  + C-2 Form KINE 425 – Soles / Carney
  + C-2 Form KINE 316 – Carney (assigned after 9/13/17 meeting)
    - **Members discussed comments made by assignees**
    - **Carney to review all comments again to consolidate**
    - **Goal to exit CAPC by Oct. 11th**
* Social Work **- Not reviewed; move to Oct 11th agenda**
  + P-2 Form /Catalog Changes - Soles / Stuhr; add catalog copy indicating where these courses will be within the sequence
  + C-Form MSW 656 – Kang / Carney (check Box 21; specify degree requirement met; Box 10 instructional mode)
  + C-Form MSW 658 – Young / Kendrick (check Box 21; specify degree requirement met; Box 10 instructional mode)
  + C-Form MSW 660 – Soles / Garza (check Box 21; specify degree requirement met; Box 10 instructional mode)
* Human Development**- Not reviewed; move to Oct 11th agenda**
  + C-2 Form HD 304 – Kang / Young

**NEW ITEMS FOR REVIEW**

* SOE Package: **Assigned for Oct 11th agenda**
  + C-Form EDAD 622A **– Kang/Carney**
  + Syllabus EDAD 622A **- Kang/Carney**
  + C-Form EDAD 622B **- Young/Kendrick**
  + Syllabus EDAD 622B **- Young/Kendrick**
  + C-Form EDAD 622C **– Garza/Soles**
  + Syllabus EDAD 622C **– Garza/Soles**
  + C-Form EDAD 698A **– Stuhr/Kang**
  + Syllabus EDAD 698A **– Stuhr/Kang**
  + C-Form EDAD 698B **– Carney/Young**
  + Syllabus EDAD 698B **– Carney/Young**
  + C-Form EDAD 698C **– Kendrick/Garza**
  + Syllabus EDAD 698C **– Kendrick/Garza**
* SON: **Assigned for Oct 11th agenda**
  + RN to BSN Online**: Pre-assign P-2 forms – Stuhr/Soles**
  + RN to MSN **Online: Pre-assign P-2 forms – Kang/Garza (Kendrick)**
  + MSN Options **Online: Pre-assign P-2 forms – Young/Carney (Kendrick)**
* SOE: **Assigned for Oct 11th agenda**
  + Masters in Ed Admin: Pre-assign P-2 forms **– Kendrock/Soles**
  + Masters in Ed Reading and Literacy: Pre-assign P-2 forms **– Kang/Young**
* SharePoint transition / updates: **Not discussed**
* Curriculog updates**: See comments under Standing Report From Senate**

**AGENDA ITEMS FOR NEXT MEETING**

**ACTION ITEMS**

**ANNOUNCEMENTS**

**Kang: Distributed memo from Global Programs; Confucius Institute supported by a foundation. Recommended distributing to interested faculty.**

**ADJOURNMENT** (Carney/Kang)

**Meeting adjourned**

*Next Meeting:* ***October 11, 2017, 3:30 – 4:30pm***