**Curriculum & Academic Policy Committee**

College of Education, Health & Human Services (CEHHS)

AGENDA – November 8, 2017

3:30 - 4:30 PM in UNIV 449

**Committee Members:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Brook SolesSchool of Education |  | Amy Carney, Co-chairSchool of Nursing |
|  | Elizabeth GarzaSchool of Education |  | Paul StuhrAt-Large |
|  | Hyun Gu Kang, Co-chairSchool of Health Sciences & Human Services |  | Paul StuhrCEHHS Rep. to UCC ***(Non-voting)*** |
|  | Jimmy YoungSchool of Health Sciences & Human Services |  | Shannon Cody, Assistant DeanCEHHS Student Services ***(Non-voting)*** |
|  | Lorna KendrickSchool of Nursing |  | Denise Garcia, Associate DeanCEHHS ***(Non-voting)*** |
|  |  |  | Melinda JonesCEHHS, Staff ***(Non-voting)*** |

Guest(s):

# CALL TO ORDER 3:30 pm (Carney/Kang)

 Establish quorum,

# APPROVAL OF MINUTES (Carney/Kang)

* Move to approve,

# STANDING REPORT FROM CCC (Kang)

*

# STANDING REPORT FROM UCC (Stuhr)

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# ITEMS UNDER REVIEW

## SCHOOL OF EDUCATION: EDAD PACKAGE

* + **Box:** [**https://csusm.box.com/s/q4iek0sdq735ssxy0vnxz6turayt571n**](https://csusm.box.com/s/q4iek0sdq735ssxy0vnxz6turayt571n)
	+ C-Form EDAD 622A / Syllabus EDAD 622A - **Kang/Carney**
* Catalog desc. - Director approval to enroll. State is catalog description for all.
* Box 21: Check – yes. Fulfills requirement for MA and EdAdmin (case for all EDAD courses)
* ***Requested updates made. Approved.***

*SYLLABUS*

* ***Course objectives, change: “Students will” to “By the end of the course students will be able to:”***
* ***Suggestion to meet with Kyle Landin for CLO’s***
	+ C-Form EDAD 622B / Syllabus EDAD 622B - **Young/Kendrick**
		- ***No recommendations***

*SYLLABUS*

* ***Committee: Course objectives, change: “Students will” to “By the end of the course students will be able to:”***
* ***Suggestion to meet with Kyle Landin for CLO’s***
	+ C-Form EDAD 622C / Syllabus EDAD 622C - **Garza/Soles**
	+ ***Box 14: remove the “2”; provide more clarification***
	+ ***Check with Shannon on enrollment, if restriction is not noted. Course description needs to say restriction, consent to enrollment.***

*SYLLABUS*

* ***Committee: Course objectives, change: “Students will” to “By the end of the course students will be able to:”***
* ***Suggestion to meet with Kyle Landin for CLO’s***
	+ **Box:** [**https://csusm.box.com/s/fy23g9kt6o02vufyvzd2fbpgadcre8oa**](https://csusm.box.com/s/fy23g9kt6o02vufyvzd2fbpgadcre8oa)
	+ C-Form EDAD 698A / Syllabus EDAD 698A - **Stuhr/Kang**
* ***Grading method and catalog description have been corrected.***
* ***Faculty consent needs to be added to course description.***

*SYLLABUS*

* ***Course Objective and PSLO’s / only have PSLO’s listed once in syllabus and similar placement.***
* ***Course objectives, should be stated as: “Upon completion students should be able to:”***
	+ C-Form EDAD 698B / Syllabus EDAD 698B - **Carney/Young**
		- ***Faculty consent needs to be added to course description.***

*SYLLABUS*

* + - *Gantt Chart, needs to say weeks*
	+ C-Form EDAD 698C / Syllabus EDAD 698C **– Kendrick/Garza**
		- ***Faculty consent needs to be added to course description.***
		- ***Box 10: Course is indicated as “Lecture”. Is this correct? Subtle distinction between a course and a seminar. / Brooke Soles will speak with Carol Van Vooren to address program coordinators.***

***Committee: EDAD package requires edits and additional review pending receipt of edits.***

## SCHOOL OF EDUCATION: MINOR IN EDUCATION PACKAGE

* **Box:** [**https://csusm.box.com/s/7oyxbxxmfgkaqi9akzlpyg17e4pgjxgg**](https://csusm.box.com/s/7oyxbxxmfgkaqi9akzlpyg17e4pgjxgg)
* P-Form: Minor in Education
	+ - **Assigned to: Kang/Stuhr**

## SCHOOL OF EDUCATION: TOPIC PROPOSAL EDUC 696 PACKAGE

* + **Box:** [**https://csusm.box.com/s/3s8rgzo3773h74rpvr8lwil2sntbi9kd**](https://csusm.box.com/s/3s8rgzo3773h74rpvr8lwil2sntbi9kd)
	+ T-Form: EDUC 696-4 / Syllabus EDUC 696-4
		- Assigned to: Garza / Young
	+ T-Form: EDUC 696-5 / Syllabus 696-5
		- **Assigned to: Garza / Young**

## SCHOOL OF NURSING: NURSING 598 ABC PACKAGE

* **Box:** [**https://csusm.box.com/s/hyz062ct8nesfdixn8kxtrkov6jhcdq4**](https://csusm.box.com/s/hyz062ct8nesfdixn8kxtrkov6jhcdq4)
* P-2 Form NURS 598
	+ **Assigned to: Soles/Kendrick**
* C-2 Form NURS 598
	+ **Assigned to: Soles/Kendrick**

# AGENDA ITEMS FOR NEXT MEETING

# ACTION ITEMS

# ANNOUNCEMENTS

* Criselda Yee, working on Curriculog. Kang went to observe and test system. Criselda will participate in Leadership Council on November 7th.
* Criselda Yee will also present to CAPC. Bring screening devices, November 8th.
* [www.csusm.curriculog.com](http://www.csusm.curriculog.com)

# **ADJOURNMENT** (Carney/Kang)

# NEXT MEETINGS

* November 15
* December 6
* Spring Dates TBD