**Curriculum & Academic Policy Committee**

College of Education, Health & Human Services (CEHHS)

MINUTES February 14, 2018 (APPROVED)

3:00 – 4:00 PM in UNIV 449

**Committee Members:**

|  |  |  |  |
| --- | --- | --- | --- |
| X | Brooke Soles  School of Education | X | Deborah Kristan, Associate Dean  CEHHS ***(Non-voting)*** |
|  | Elizabeth Garza  School of Education |  | Shannon Cody, Assistant Dean  CEHHS Student Services ***(Non-voting)*** |
| X | Hyun Gu Kang, Co-chair  School of Health Sciences & Human Services |  | Andi Shibata  CEHHS Student Services ***(Non-voting)*** |
| X | Jimmy Young  School of Health Sciences & Human Services |  | Nam Nguyen  CEHHS Student Services ***(Non-voting)*** |
| X | Lorna Kendrick  School of Nursing |  | Gwen Hansen  CEHHS Student Services ***(Non-voting)*** |
| X | Amy Carney, Co-chair  School of Nursing | X | Melinda Jones  CEHHS, Staff ***(Non-voting)*** |
| X | Paul Stuhr  At-Large | X | Paul Stuhr  CEHHS Rep. to UCC ***(Non-voting)*** |

Guest(s):

# CALL TO ORDER 3:01 pm (Carney/Kang)

* Establish quorum, yes.

# APPROVAL OF MINUTES (Carney/Kang)

* Moved to approve, Carney. Second, Young. Approved.

# STANDING REPORT FROM CCC (Kang)

* n/a

# STANDING REPORT FROM UCC (Stuhr)

* Executive Order 1100 / Area D (see handout).

# ITEMS UNDER REVIEW

## SCHOOL OF EDUCATION: MINOR IN EDUCATION PACKAGE (OneDrive)

* P-Form: Minor in Education
  + - **Assigned to: Kang/Stuhr**

11/08/17 Ed minor package:  Email sent to Erika Daniels.

11/15/17 SLOs per Academic Programs are required in the catalog copy.

Ask Erika to add SLOs

Proposed catalog description

11/29/17

Catalog page:

* School of Education courses typically include course units. Just need course numbers and units (okay to omit course titles).
* Include learning outcomes for catalog. PSLOs to be included in the catalog copy and/or the P-form.

P-Form:

* Jeff Nessler’s approval should be added/mentioned. E-mail is to be included with form.

Proposal:

* Missing C-Form for EDUC 3XX: Differences, Not Disabilities. SOE responsible for course number. Need extended course outline or syllabus.

E-mail Erika to request above items.

When items are received, Melinda is to upload to OneDrive and e-mail committee. Committee is to provide feedback 1-week from notification.

*1/31/18*

* *Edit the catalog page, add the student learning outcomes? Ask Erika to verify the catalog page as is or add SLOs?*
* *Fix course number on catalog copy.*
* *Approved with changes. Hyun Gu to sign and forward to Erika.*
* *EDUC 381 – C FORM – approved.*

## EDUC 422

2/14/18 Proposer requested rejection for corrections.

## EDUC 350

## EDUC 364

2/14/18:

## EDRL 698 \*\*SIGNED\*\*

*1/31/18*

*C-FORM*

* *Variable units to fit into 1 or 2, 8-week blocks.*
* *Needs to be clear how the units add up. And clear how the*
* *Build as three separate courses, a (1 unit), b (2 units), c (3 units)*
* *Suggested edit Box 14: May be repeated with only XX number of units allowed towards the degree. Or, unlimited, with so many units towards the degree. Candice Van Dall may be able to offer insight.*

*Syllabus*

* *Course objective, should be outcome format*
* *Update ADA office information, “Disability Support Services”*
* *Needs final exam statement.*

*CAPC will need to revisit*

## SLP 641 AND 642B

*1/31/18*

* *SLP 641 C2-FORM* 
  + - *Change: Coded S36 (1-hour) TO S23 (3-hour) per week for Supervision.*
    - *Does it change the number of hours for the structural content of the course?*
    - *Lecturer contract clarification, needed. Check with Tama and Lori.*
    - *Budget???*
    - *Does the unit equal the hours of work? What is the ratio?*
    - *Syllabus Change* 
      * *Syllabus says, may be repeated for total of 16-units. Curriculog says, may be repeated for a total of 4-units.*

*2/14/18*

*Lori Heisler provided feedback to Hyun Gu regarding his request.*

* *SLP 642 B*
  + - *Did not review on 1/31/18*

*2/14/18*

*Not currently coded.*

*No need for syllabus. Would UCC require full review, if it is attached? If it does not affect the student seat time, then no. We will leave it attached.*

***Committee voted and Approved SLP 642B.***

## KINE 507 AND 508 \*\*VOTED\*\*

*1/31/18*

* *KINE 507 C2-FORM* 
  + - *Catalog description change and pre-req change*
    - *Advise: Enrollment restrictions*
* *KINE 508 C2-FORM* 
  + - *Catalog description change and pre-req change*
    - *Advise: Enrollment restrictions*

*CAPC will revisit.*

*2/14/18*

***Committee voted via e-mail and approved.***

## Curriculog Notifications

* **Courtesy of Chairs to send e-mail notification to submitters.**
* **How can originators view comments, if needed?**

# ANNOUNCEMENTS

* *NONE*

# **ADJOURNMENT 3:28 PM** (Carney/Kang)

# NEXT MEETINGS

* Spring Dates
  + February 28, March 14, April 4, April 18, May 2
  + Time to 3:00 – 4:00 pm