**Curriculum & Academic Policy Committee**

College of Education, Health & Human Services (CEHHS)

Minutes August 28, 2019

3:30 – 4:30 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 | X | Shannon Cody, Assistant Dean  CEHHS Student Services ***(Non-voting)*** |
|  | Vacant  School of Health Sciences & Human Services |  | Andi Shibata  CEHHS Student Services ***(Non-voting)*** |
| X | Jimmy Young (Chair)  School of Health Sciences & Human Services |  | Nam Nguyen  CEHHS Student Services ***(Non-voting)*** |
| X | Jessica Gerez  School of Nursing |  | Gwen Hansen  CEHHS Student Services ***(Non-voting)*** |
| X | Wendy Hansbrough  School of Nursing | X | Malachi Harper  CEHHS, Staff ***(Non-voting)*** |
|  | Vacant  At-Large |  | Vacant  CEHHS Rep. to UCC ***(Non-voting)*** |

Guest(s):

# CALL TO ORDER (Young)

* Establish quorum: Yes

# APPROVAL OF AGENDA & MINUTES (Young)

* Approval of Agenda:
  + Move to Approve – Jessica Gerez
  + Seconded – Rebecca Brooks
  + Unanimously approved.
* Previous meeting minutes:
  + Stand as approved
* Previous Minutes are available online at:
* <https://csusm.sharepoint.com/:w:/r/sites/college_of_education_health_and%20_human_services/deans_office/administration/_layouts/15/Doc.aspx?sourcedoc=%7BB2F61852-8F50-4822-8B41-E142D084A935%7D&file=2019_05_8_capac_agenda_Meeting_Canceled.docx&action=default&mobileredirect=true>

# STANDING REPORT FROM CCC (Young)

* None

# STANDING REPORT FROM UCC (Vacant)

**PREVIOUS ITEMS TO DISCUSS**

* None

# ITEMS UNDER REVIEW:

* Discussion of currently empty seats and how to proceed.
  + **To Do:** Dr. Young will reach out to CEHHS representatives on UCC and ask if they will serve as the non-voting UCC Representative.
  + **To Do:** Malachi will send out a call for the vacant seat and ask for volunteers.

## EDUCATION

* **EDAD – 622B- Research Methods in Education B**
* **EDAD –622C- Research and Assessment Methods in Education C**
* **EDAD –698B- Master’s Culminating Experience Thesis B**
* **EDAD –698C- Master’s Culminating Experience Thesis C**
  + There was a question regarding how students are tracked as they progress through 698A-C. Dr. Brooks explained the program uses a gant chart to track where students should be in their culminating experience as they transition from class to class. Students are guided as to how much should be completed, but in a situation of absolutely no progress, the student will receive a no credit.
* As there were no changes recommended, Dr. Young will move the vote to email to allow Dr. Garza to participate and maintain quorum as Dr. Brooks must recuse herself as originator.
  + Update: Per the 8/28/19 email voting process, these items were moved for approval by Dr. Young, seconded by Dr. Hansbrough and unanimously approved with Dr. Brooks in absentia.

## PUBLIC HEALTH

## SPEECH LANGUAGE PATHOLOGY

## NURSING

## KINESIOLOGY

# **ADJOURNMENT:** (Young)

Motion to Adjourn – Dr. Young

Seconded – Jessica Gerez

Unanimously Approved

4:00pm

# NEXT MEETINGS

* Fall Dates:
  + August 28, 2019
  + 3:30 – 4:30 p.m.
  + September 11, 2019
  + 3:30 – 4:30 p.m.
  + September 25, 2019
  + 3:30 – 4:30 p.m.
  + October 9, 2019
  + 3:30 – 4:30 p.m.
  + October 23, 2019
  + 3:30 – 4:30 p.m.
  + November 13, 2019
  + 3:30 – 4:30 p.m.
  + November 27, 2019
  + 3:30 – 4:30 p.m.
  + December 11, 2019
  + 3:30 – 4:30 p.m.