**Curriculum & Academic Policy Committee**

College of Education, Health & Human Services (CEHHS)

Minutes September 12, 2018

3:30 – 4:30 PM in UNIV 449

**Committee Members:**

|  |  |  |  |
| --- | --- | --- | --- |
| x | Brooke SolesSchool of Education |  | Deborah Kristan, Associate DeanCEHHS ***(Non-voting)*** |
| x | Elizabeth GarzaSchool of Education |  | Shannon Cody, Assistant DeanCEHHS Student Services ***(Non-voting)*** |
| x | Hyun Gu Kang, School of Health Sciences & Human Services |  | Andi ShibataCEHHS Student Services ***(Non-voting)*** |
| x | Jimmy Young (Chair)School of Health Sciences & Human Services |  | Nam Nguyen CEHHS Student Services ***(Non-voting)*** |
| x | Lorna KendrickSchool of Nursing |  | Gwen HansenCEHHS Student Services ***(Non-voting)*** |
| x | Wendy HansbroughSchool of Nursing |  | Melinda JonesCEHHS, Staff ***(Non-voting)*** |
| x | Paul StuhrAt-Large |  | Paul StuhrCEHHS Rep. to UCC ***(Non-voting)*** |

Guest(s):

# CALL TO ORDER (Young)

* Establish quorum: Yes

# APPROVAL OF MINUTES (Young)

* Moved to approve, Jimmy Young, 2nd Lorna Kendrick/ Approved

# STANDING REPORT FROM CCC (Young)

* Jimmy updated Blake that he is the new CAPC Chair

# STANDING REPORT FROM UCC (Stuhr)

* Paul stated that there may be some type of policy/guideline awareness for impact to other programs coming in the future.

# ITEMS UNDER REVIEW:

* Agenda

## EDUCATION

Review Form A - Proposal Abstract for a *Master of Arts in Critical Studies in Multilingual and Multicultural Education and Certificate Options.*

**Suggestions to include in the proposal:**

* Add to section 10 (iii) more detailed information to demonstrate the level of demand for this new program. So if you can draw from any kind of market research that suggest in this region the number of possible students that may need or apply to this program. This articulation is different from the numbers you provided demonstrating the capacity for students that will be accepted into the program. This may help strengthen the proposal by indicating demand.  Thinking about How many people would apply to a similar program at another CSU. You could provide some detail related to numbers and look at the CSU Mentor website (link is on Curriculog).
* Talk with the Dean of Academic programs to include in Section 10A (iv) some numbers about credentialing students and minors in education students being potential applicants. Perhaps talking with Regina to see if those numbers will help strengthen the proposal.
* Section 10c and the ending sentence about not having the current MA program and how that sentence could be strengthened to state something more about the importance of having the proposed program fulfill a demonstrable need.
* Revisit the title of the program to match other MA programs in Education. Basically simplifying the title by removing “and certificate options". It may also be helpful to look at the PSLO’s to help with the title re-formatting. For example, you might look at the catalog degree and program offering for MA in Educational Leadership.
* CAPC is making these comments as suggestions. We will have to reject the proposal in Curriculog so you can implement the suggestions (if you choose to do so). If you do or do not implement the suggestions, once you are finished and submit through Curriculog, Jimmy can then approve the A form, without it having to go to committee, so that it can move on down the path.

Motion to send suggestions Jimmy, 1st Lorna, 2nd Hyun Gu/ Approved

Update: The proposal was edited by the proposer and resubmitted with changes and subsequently approved to move onto the next level.

## PUBLIC HEALTH

## NURSING

## KINESIOLOGY

# ANNOUNCEMENTS

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# **ADJOURNMENT: Approved**  (Young)

# NEXT MEETINGS

* Fall Dates:
	+ September 12, 2018
	+ 3:30 – 4:30 p.m.
	+ September 26, 2018
	+ 3:30 – 4:30 p.m.
	+ October 10, 2018
	+ 3:30 – 4:30 p.m.
	+ October 24, 2018
	+ 3:30 – 4:30 p.m.
	+ November 14, 2018 - Confirmed change
	+ 3:30 – 4:30 p.m.
	+ November 28, 2018 – Confirmed change date/time
	+ 3 – 4 p.m.