**Curriculum & Academic Policy Committee**

College of Education, Health & Human Services (CEHHS)

Minutes October 10, 2018

3:30 – 4:30 PM in UNIV 449

**Committee Members:**

|  |  |  |  |
| --- | --- | --- | --- |
| X | Brooke Soles  School of Education |  | Deborah Kristan, Associate Dean  CEHHS ***(Non-voting)*** |
|  | Elizabeth Garza  School of Education | X | Shannon Cody, Assistant Dean  CEHHS Student Services ***(Non-voting)*** |
|  | Hyun Gu Kang,  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 | Lorna Kendrick  School of Nursing |  | Gwen Hansen  CEHHS Student Services ***(Non-voting)*** |
| X | Wendy Hansbrough  School of Nursing |  | Melinda Jones  CEHHS, Staff ***(Non-voting)*** |
| X | Paul Stuhr  At-Large | X | Paul Stuhr  CEHHS Rep. to UCC ***(Non-voting)*** |

Guest(s): Jodi Robledo

# CALL TO ORDER (Young)

* Establish quorum: yes or no.

# APPROVAL OF MINUTES (Young)

* Moved to approve. Young, 1st. Hansbrough, 2nd  
  .

# STANDING REPORT FROM CCC (Young)

* No report

# STANDING REPORT FROM UCC (Stuhr)

* UCC is still figuring out what is the best way to get feedback to proposers without having to reject the proposal. They are exploring options. Instead of hitting reject the proposal can be routed through the “custom” process. This route avoids the signature process inherent in rejecting/resubmitting a proposal.
* The question of how department chairs might react to using the custom process who want to be involved in the approval; Paul said that historically the changes happen between UCC and the proposer, and the department chair doesn’t see the changes.

# ITEMS UNDER REVIEW:

* Agenda. Approved.

## EDUCATION

**\*Invited Jodi Robledo, curriculum originator, to join the meeting this week.**

Jodi Robledo providing some context information: the Applied Behavioral Analysis certificate has two tracks; CSUSM provides the curriculum/coursework and the candidate pursues certification on their own – Behavior Analyst Certification Board. The courses are offered through Extended Learning fully online.

**ABA – 601 – Characteristics and Concepts in Applied Behavior Analysis**

**ABA – 602 – Assessment and Processes for Behavior Change in Applied Behavior Analysis**

* No syllabus included. Jimmy added the syllabus in Curriculog.
* Repeat is checked ‘no;’ the units need to be changed from 3 to 0. Jimmy made the change in Curriculog.

**ABA – 603 – Complex Processes for Behavior Change and Supervision in Applied Behavior Analysis**

* Repeat is checked ‘no;’ the units need to be changed from 3 to 0. Jimmy made the change in Curriculog.

**ABA – 604 – Assessment Strategies and Supervision in Applied Behavior analysis**

* Repeat is checked ‘no;’ the units need to be changed from 3 to 0. Jimmy made the change in Curriculog.

**ABA – 605 – Ethics and Professional Conduct for Behavior Analysis**

* Repeat is checked ‘no;’ the units need to be changed from 3 to 0. Jimmy made the change in Curriculog.

**ABA – 606 – Research Methods: Experimental Analysis of Behavior and Applications to Applied Behavior Analysis**

* Repeat is checked ‘no;’ the units need to be changed from 3 to 0. Jimmy made the change in Curriculog.

**ABA – 607 – Advanced Concepts and Principles in Applied Behavior Analysis Research (New Course)**

* Needs it’s 02 classification as lecture. Jimmy made the change in Curriculog.

**Applied Behavior Analysis Certificate of Advanced Study (P2 form)**

**Other**

* Jimmy asked if the ABA will be using ProctorU because of the fees associated with students using it; Jodi said they will no longer be using the system, but the information will keep it in the syllabi until it is discontinued. Need to add language about a fee students might incur if they schedule their exam late with ProctorU. Committee members determined language with Jodi Robledo’s input. Jimmy made the change in Curriculog for all proposed ABA courses.

Moved to approve. Kendrick 1st. Soles 2nd. Approved.

## PUBLIC HEALTH

## NURSING

## KINESIOLOGY

# ACTION ITEMS

* Committee to discuss the curriculum review process that UCC is considering whereby reviewers would begin using the “custom” process rather than rejecting proposals

# ANNOUNCEMENTS



# **ADJOURNMENT:** (Young)

Moved to adjourn. Young 1st. Kendrick 2nd.

# 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.