

COE Curriculum Committee

Monday, November 7, 2016

EBA 342 - 12:00 - 1:30 PM

Committee Members: Marjorie Olney (ARP), Gerald Monk (CSP), Karen Cadiero-Kaplan, Committee Chair (DLE), Yasemin Turan-Qian (SPED), Andre Branch (TED).
Proxy: Cynthia Uline (EDL)

Guests: Nadine Bezuk, Associate Dean College of Education, Maribel Flores, Dean's Office Staff

1. Welcome
2. Review and approve agenda (¹MSP: Olney, Monk, All Approve)
3. Review and approve minutes (MSP: Olney, Monk, All Approve)
4. Karen move to add item to Agenda, MS Counseling with Concentration in Marriage and Family Therapy (MSP: Cadiero-Kaplan, Branch, All Approve)

Curriculum matters before the Committee:

New Business (Information Items)

5. Cultural Proficiency Certificate Process Review to share the documents and notes related to the approval of this program
 - This item was not discussed due to time, Cadiero-Kaplan proposed moving to December meeting agenda with committee agreement.
6. Charge of the Committee and Policy File review
 - Associate Dean, Nadine Bezuk (This item was moved to November meeting)
Time Certain: 12:00 pm
 - Bezuk presented COE Policy File, met with policy committee to suggest edits because some pieces are unclear or outdated, in some areas we are exceeding criteria so is charging committee with review of COE Policy File for Curriculum Committee.
 - Bezuk presented Curriculum Flow Chart, which does not accurately reflect the current process. For example, for ED courses they would not go to Department Chair, but to Associate Dean. Also, Cadiero-Kaplan indicated that before documents go to the Department Chair, they are routed to Curriculum Services (they review to assist with technical details and appropriateness prior to going to Department Chair). The focus on the policy file is to ensure that our policy reflects process accurately and content is accessible to faculty as they are preparing new proposals.
 - Bezuk discussed the potential for proposals to increase due to grant proposal planning grants from Commission on Teacher Education and changes to current teacher credential programs that will increase number of new and program changes proposals. Therefore, this is a good time for committee to

¹ (MSP=Motion, Second, Passed)

COE Curriculum Committee

Monday, November 7, 2016

EBA 342 - 12:00 - 1:30 PM

establish current and clear processes.

- Branch reiterated that proposals must be strongly written when they move into the formal feedback stage; ED proposals can enter into formal stage by going to the Associate Dean's desk; chart doesn't reflect ED courses, however the narrative statement in policy does reflect this. This is an area that needs to be consistent.
- Bezuk suggests that we add a section to policy that talks about COE process in the policy, and suggests adding it to 3-B-2 (edit it to include "formal phase" or make a new 3-B-3). Cadiero-Kaplan asked for volunteers to form a sub-committee to draft this work and bring back to full committee. Turan-Qian and Longstreth agreed to review the current policy file, edit and present to committee in future meeting.

7. New ED Courses: ED 610 Critical Thinking with Technology - Luke Duesbery **Time Certain: 1:00 p.m (presented virtually via video)**

- This course is not uploaded to CurricuNET for review at this point, request was to share with College committee for input and advice for moving this and other related proposals forward. After the presentation, committee discussed recommendations for moving this proposal forward. Recommendations included:
 - More efficient to propose as a new certificate rather than individual courses. Consider using Special Sessions course route to offer classes starting in Summer 2017 and work on Certificate Proposal
 - Determine if classes are more appropriate at TE rather than ED given their connection to the MAT in Teacher Education.
 - Recommendations from the committee were emailed to Luke Duesberry after meeting by Cadiero-Kaplan.

New Business (Action Items)

8. Program Modification Proposal: Induction Program for a Clear Credential (Multiple and Single Subject): Originator: *Alexander Chizhik*
 - **MSP** Branch, Olney with revisions as noted by committee in CurricuNET.
 - Turan-Qian asked whether the program is only 4 semesters; Cadiero-Kaplan explained that the standard induction procedure is changing for the state proposal is reflecting the difference between new and existing program, to include 4-field courses in their own setting;
 - Cadiero-Kaplan will communicate with Chizhik to review edits and recommendations for originator to clarify induction language and other suggestions as noted in CurricuNET.
9. Course Proposal: TE 0969 Clinical Practice for Induction
Originator: *Alexander Chizhik*
 - Cadiero-Kaplan will communicate with Chizhik; to review

COE Curriculum Committee

Monday, November 7, 2016

EBA 342 - 12:00 - 1:30 PM

recommendations to have course proposal document to have more clarity and align with Program document (Item 8 above).

- **MSP:** Branch, Longstreth with Revisions

10. New Program Proposal: Master of Science Degree in Child Development

Originator: *Sascha Longstreth*

- Committee recommended adding more detail to justification; Longstreth agreed to make modifications as recommended.
- **MSP:** Cadiero-Kaplan, Olney

11. New Special Topics Course Proposal: ARP 896 – Seminar on Equity Inquiry:

Originator: *J. Luke Wood*

- Cadiero-Kaplan reviewed Special Topics rules, regarding the temporary nature of proposals. The expectation is that faculty will submit the course for final course review within a few semesters.
- Olney presented proposal to committee on behalf of ARP.
- Committee suggested a revision to the course title in the future that reflects planning within the community college system
- **MSP** Cadiero-Kaplan, Branch Karen with recommendations to revise title for when they submit final course proposal.

12. Modification for MS Counseling with Concentration in Marriage and Family

Therapy Originator: *Gerald Monk*

- Proposal was presented by Monk, he noted that the goal is to streamline the course catalog to align with current program course sequence and requirements.
- Committee recommends revising justification – add a more detailed Introduction sentence– be specific that goal is the revision of catalog to modify sequence of courses and categories.
- **MSP:** Cadiero-Kaplan, Olney with revisions as recommended by committee.

Old Business (Information)

Next Meeting – Monday, December 5, 2016 12:00 – 2:00 PM

Contact Person: **Karen Cadiero-Kaplan, Chair** College of Education Curriculum Committee