

School of Educaiton & Health
Curriculum Committee
Minutes

March 25, 2020

Members in Attendance: Kayla Valentino, Kerri Mulqueen, Jeff Cherubini (Chair),
Tracy Lahey, Elizabeth Kosky.

Karen Nicholson (ex officio)

Meeting called to order via google hangouts at 9:00am.

1. Approval of minutes from April 3, 2019
 - Minutes were approved via email by all members.
2. Undergraduate Education proposal
 - Tracy Lahey provided detailed explanation for all proposed changes to the undergraduate education program.
 - The SoEH committee voted unanimously to approve the Undergraduate Education proposal with the following suggestions.
 - Suggestions to strengthen the proposal:
 - Expand on the overall rationale to emphasize the changes are required for AAQEP accreditation
 - Also emphasize that many of the changes are to support changes that were made in other departments. These departments have received approval from CC for these changes.
 - Ensure that the proposal would be clear to non-education faculty members, suggested adding summarized explanations from cover sheet to the chart
 - Footnotes need to correspond with page they are located
 - Review course #'s and identify any changes that should be made
 - Make sure that all course names and numbers are the same on proposal and supporting documents (syllabi)
 - Provide paperwork for NYS approval
 - Be sure to put chair title along with name so CCC can identify
 - Possibly add communications with other departments to show support
 - Add page #'s
 - Once completed, convert proposal to a pdf and submit to Jeff as a zip file by April 16th for submission to CCC's April 21st meeting

- Other follow up suggestions included:
 - Update program sheets/communicate changes to Loretta
 - Catalog updates to follow approval
 - Identify the need to offer EDU 205 one last time in the fall semester.

- 3. Next meeting date
 - A meeting date will be decided for the end of April. The RHP department has a course addition proposal for the Nuclear Medicine Program.

Meeting adjourned at 10:20am.

Submitted by Kayla Valentino 3/25/20