

**COE Curriculum  
Committee Minutes**  
Monday, May 8, 2017  
EBA 342 - 12:00 – 1:30 PM

**Committee Members:** Marjorie Olney (ARP), Gerald Monk (PROXY is Karen Cadiero-Kaplan), Karen Cadiero-Kaplan, Committee Chair (DLE), Cynthia Uline (EDL), Yasemin Turan-Qian (SPED), Andre Branch (PROXY is Cynthia Uline), Sascha Longstreth (CFD)

**Minutes Recorded by:** Sascha Longstreth

**Meeting Agenda**

- Welcome
- Review and approve agenda
- Review and approve minutes

**MSP to Approve Agenda**

Marjorie Approved, Karen Seconded

**MSP to Approve Minutes**

Cynthia Approved, Yasemin Seconded

**Curriculum matters before the  
Committee: New Business  
(Information Items)**

1. CFD - Pre-Proposal Review of items for clarification and input - Sascha Longstreth  
Sascha presented the plan to submit 4 courses for licensure requirements in the newly developed LPCC program; she presented the proposals and supplemental materials. Karen recommended getting a letter from both CSP (Brent and Nola) and ARPE Dept Chairs and LPCC Coordinators (Marj and Karen) indicating that they agree to: courses that we can share and/or crosslist; CSP we support CFD working with ARPE to achieve licensure; we will cross-list courses as relevant. Include this in justification make sure that you indicate that you are introducing these courses to satisfy licensing standards. Sascha will resubmit to CurricUNET proposals with letters.
2. STE, DLE & SPED – Karen provided brief overview of upcoming curriculum proposals for Fall 2017

**New Business (Action Items)**

3. Review Policy File Revisions
  - Karen suggests making sure that all CFD Department Chairs have a copy of the new policy file.
  - Updates to Policy File:
    - Karen: Clarify title of Pathway Charts called COE Curriculum Proposal Appeal Flowchart. Added a footnote to refer to SDSU Policy File
    - Cynthia: Capitalize Enrollment Services throughout
    - Cynthia: 3b.2, question regarding why statement of “territoriality” is in there; suggested clarifying that further by including a phrase like “gaps and/or

duplications” in the policy statement

- Yasemin: remove bolding for 3b2c
- Cynthia: In 3.2 on page 6, remove word “automatically”
- Cynthia: In 4.0, add in parentheses, see 6.0 Guidelines for Appeal for Curricular; revise language slightly to state that the proposer can either resubmit with revisions or initiate the Appeal process.
  - Motion to Approve Following Edits to Policy File
  - Cynthia Moved to Approve
  - Marjorie Seconded
  - MSP

4. Committee Chair Election for AY 2017-18 a. COE Policy File: I-B-3, 3.0 – *The Committee shall elect from its continuing members the next year’s chair.*

- Karen is willing to take minutes and be of help but she is not able to be the Chair of the Committee next year
- Karen suggested conducting an election in the Fall because there are no nominations
- Suggestion brought up was that AT would be helpful in getting more Chair volunteers

**Program Proposals:**

5. STE Program Proposals: a. Master of Arts in Teaching Degree: Originator: Valerie Pang
- Andre informed us that it hasn’t gone through the Dept Curriculum Committee given our policy regarding the process
  - Karen recommends that it is returned and it goes back to Dept Chair and Curriculum Committee for review and then resubmitted
    - Cynthia Moved to Return the Proposal back to the TE Dept Curriculum Committee and Dept Chair for review and then resubmit
    - Majorie Seconded

## Course Proposals:

1. Special Topics Course Proposals (emailed):
  - a. CFD 596: Couples and Relational Therapy from a Neurorelational Framework:  
Originator: Sascha Longstreth
    - a. Motion to Approve Proposal
    - b. Cynthia Motioned to Move with minor (grammatical) revisions
    - c. Marjorie Seconded with minor (grammatical) revisions
    - d. MSP
2. CFD 596: Children and Nature: Originator: Sascha Longstreth
  - a. Repeat course
    - a. Motion to Approve Proposal
    - b. Cynthia Motioned to Move with minor (grammatical) revisions
    - c. Yasemin Seconded with minor (grammatical) revisions
    - d. MSP
3. Liberal Studies Curriculum Proposal Changes (emailed): Virginia Loh-Hagan in TE, representing for Rafaela Santa Cruz (Time certain – 1:00 pm).
  - a. Need to meet CTC Standards and Deadlines and Completing CSET Waiver for our students; in order to meet these needs, we put together this proposal so we can launch a program ASAP.
  - b. Major Changes
    - a. Adding Linguistics 452 (everyone is getting it now); revise proposal to take out CTC dialogue, only need to state in order to meet the current requirements, students are required to take...moved to the upper division core. State: the existing program only has # units in the program, the new program has # units in the program. List the courses. Marj suggested listing changes in bulleted form. Existing Program – list courses and units; Proposed Program – list courses and units. You might list the page numbers where they are in the catalogue for quick reference.
    - b. Adding 3 courses in VAPA (everyone is getting it now) – adding the requirement that students take 4 from VAPA: Art, Drama, Music, and/or Movement. Take language from Proposal #2 and insert it into the actual proposal; separate the existing and new into two separate paragraphs. State: the existing program only has # units in the program, the new program has # units in the program. List the courses. Marj suggested listing changes in bulleted form. Existing Program – list courses and units; Proposed Program – list courses and units
    - c. Proposal 3: State: the existing program only has # units in the program, the new program has # units in the program. List the courses. Marj suggested listing changes in bulleted form. Existing Program – list courses and units; Proposed Program – list courses and units.
    - d. Proposal 4: Marj suggested listing changes in bulleted form. Existing Program – list courses and units; Proposed Program– list courses and units.
    - e. Proposal 5: Virginia suggested tabling this for now
    - f. Senate will be ready to review in summer for approval in July
    - g. Rafaela and Phoebe can revise in CurricUNET and submit

- Motion to Approve Proposals 1-4 with revisions and re-approval from Chair
- Sascha Motioned to Move Approval
- Marj Seconded
- MSP

**Old Business (Information)**

10. Final Review of Policy File

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