

**CURRICULUM COMMITTEE
Salem State University
MINUTES
Meeting: 18/19:06**

Date: December 5, 2018
Central Campus, Room 236

MEMBERS PRESENT: Sovicheth Boun, Greg Carroll, Neal DeChillo, Susan Edwards, Lynn Fletcher, Rebecca Hains, Joseph Kasprzyk, Peter Kvetko, Megan Miller, Shannon Mokoro, Kenneth Reeds, Chris Schoen, Kurt Von Seekamm

GUESTS: Sara Ilges (Registrar), Anneliese Worster (ECE), Jacy (SEHE), Andrew Darien (HIS), Donna Hills (NUR), Kathey Adee (NUR), Carol Gawryns (NUR), Steve Dion (SMS), Keith Ratner (GPH)

I.	Chair’s Report
	<p>A. Having established a quorum, Committee Chair Rebecca Hains called the meeting to order at 3:03 p.m.</p> <p>B. Fall Meeting Schedule December 13, 2018 9:30 a.m. (full-day meeting)</p> <p>R. Hains reminded us to get items for the next meeting to Vickie Ross by this Friday</p> <p>C. Reminder: Two vacancies remain open on our committee. Because the union has made three calls for appointments, these can be made from any department and any area. If anyone is interested, please ask them to contact Jim Gubbins (MSCA-Salem Chapter President) to request an appointment to the committee.</p>
II.	Subcommittee Reports
	There were no subcommittee reports.
III.	Special Business
	<p>J. Kasprzyk moved to discuss the following proposal. N. DeChillo seconded the motion.</p> <p style="padding-left: 40px;">UCC will not accept any proposals for Certificates until such time as standards / guidelines for certificate programs are approved through the governance process.</p> <p style="padding-left: 40px;">Given that we have approved a few Certificate programs in the not-too-distant past, any proposals that are currently in the governance pipeline will be considered.</p> <p style="padding-left: 40px;">UCC will work with Academic Policies (and possibly AUC) to come up with a set of guidelines / standards for certificate programs.</p> <p>-M. Miller provided us with the history of UCC receiving requests for certificates at the undergraduate level.</p>

	<p>-There are no formal guidelines that have gone through Governance for submitting, approving, and completing certificates at the undergraduate level. It is problematic for the standing committees like Curriculum to review proposals for certificates without guidelines to guide the review process.</p> <p>R. Hains if there were members who were willing to form a subcommittee to begin drafting certificate guidelines. M. Miller, G. Carroll, K. Reeds, and C. Schoen volunteered.</p> <p>There being no further discussion, R. Hains called for the vote on this item. All UCC members present voted to approve the proposal.</p>
IV.	<p>Old Business – those assigned to specific proposals discussed their status and provided updates.</p>
	<p>A. CHILDHOOD EDUCATION AND CARE DEPARTMENT</p> <p>G. Carroll made a motion to accept Childhood Education and Care Department packets 19:110-19:112. C. Schoen seconded the motion.</p> <p>1. EDC408-Culturally-Responsive Instruction in Elementary and Early Childhood Classrooms-New Course 19:110</p> <ul style="list-style-type: none"> -UCC members reviewed all the documents and forms associated with this item -new course worth 1.5 credits - Anneliese Worster, Chair of Early Childhood Education explained that students take EDC405 and then they take a methods course. She further explained that in the methods course they have yet to have a full course in how cultural responsive teaching occurs. This course is to help them observe the practice of culturally responsive teaching that will help them with creating lesson plans, etc. Students will take this course along with their junior-year field seminar course. <p>M. Miller asked about the addition of the 1.5 credit. Analise said it is credit neutral because of a change made at the graduate level. Some clarifying changes were made to the flowsheets regarding the number of credits needed in the 2nd Arts or Science major.</p> <p>2. BS-Education/M.Ed.-Early Childhood Education-Change in Combined Program 19:111</p> <ul style="list-style-type: none"> - the change in courses (EDC405 and 408) necessitate a change in flowsheet -UCC members reviewed all the documents and forms associated with this item <p>3. BS-Education/M.Ed.-Elementary Education-Change in Combined Program 19:112</p> <ul style="list-style-type: none"> - the change in courses (EDC405 and 408) necessitate a change in flowsheet -UCC members reviewed all the documents and forms associated with this item <p>There being no further discussion, R. Hains called for the vote to approve packets 19:111 and 19:112. All UCC members present voted to approve packets 19:111-19:112, pending the necessary changes to denote the correct number of credits on the flowsheets.</p>

	<p>B. SECONDARY AND HIGHER EDUCATION DEPARTMENT</p> <p>G. Carroll made a motion to accept Secondary & Higher Education department packet 19:114. C. Schoen seconded this motion.</p> <p>1. EDC405-Culturally Responsive Teaching-Change in Course-DPDS 19:114</p> <ul style="list-style-type: none"> - The DPDS subcommittee reviewed and approved of this course. -J. Ippolito spoke about this course, which Steven Oliver created through the DPDS learning community. Most students in the School of Education will take this course. <p>There being no further discussion, R. Hains called for the vote to approve packet 19:114. All UCC members present voted to approve this packet.</p>
	<p>C. HISTORY DEPARTMENT</p> <p>C. Schoen made a motion to accept items 19:208 and to table item 19:207 from the History Department. S. Mokoro seconded this motion.</p> <p>1. HST297-Becoming American: History of Chinese and Japanese American -New Course-DPDS, HP 19:207 -this item is being tabled as the department is working to make revisions as per DPDS</p> <p>2. HST324-Window to the Past: An Introduction to Oral History-Change in Course 19:208 -D. Darien explained the proposal.</p> <p>There being no further discussion, R. Hains called for the vote on item 19:208 from the History department. All UCC members present voted to approve item 19:208.</p>
	<p>D. SPORTS AND MOVEMENT SCIENCE DEPARTMENT</p> <p>S. Mokoro made a motion to accept items 19:200-19:206. S. Edwards seconded this motion.</p> <p>1. Aquatic Management Minor-Change in Minor 19:200</p> <p>2. ATR301-Prevention and Care of Athletic Injuries-Change in Course 19:201</p> <p>3. BS-SMS-Research Track in Exercise Science-Deletion of Flowsheet 19:202</p> <p>4. SMS478H-Research Practicum in Exercise Science II-New course 19:203</p> <p>5. BS-SMS-Exercise Science: Honors Track-New Flowsheet 19:204</p> <p>6. SMS477H-Research Practicum in Exercise Science I-New Course 19:205</p>

	<p>7. BS-SMS-Recreation Management/Aquatic Management Specialization-Deletion of Flowsheet 19:206</p> <p>There being no further discussion, R. Hains called for the vote on items 19:200-19:206. All UCC member present approved the items pending some minor changes to accommodate the Honors Program requirements.</p>
	<p>E. SCHOOL OF NURSING</p> <p>P. Kvetko made a motion to accept item 19:142. G. Carroll seconded this motion.</p> <p>1. NUR415-Public Health Nursing-Change in Course-DPDS 19:142</p> <p>-The DPDS subcommittee reviewed and approved this course.</p> <p>-Donna Hills and Kathy Adee were present to speak to the work done on this course, in which faculty supervise students in rotating clinical settings throughout the semester, along with class time during which DPDS content is covered. Attention to diversity and issues of structural inequality are central concerns in this field.</p> <p>-UCC members reviewed the documents and forms required for this proposal.</p> <p>There being no further discussion, R. Hains called for the vote on item 19:142 from the School of Nursing. All UCC members present voted to approve item 19:142.</p>
	<p>4:29 p.m. J. Kasprzyk moved to extend the UCC meeting. K. Reeds seconded. All present voted to extend the meeting</p>
	<p>F. GEORGRAPHY DEPARTMENT</p> <p>J. Kasprzyk made a motion to accept items 18:256 and 18:257. C. Schoen seconded this motion.</p> <p>Keith Ratner, Chair of Geography was present to explain the proposed changes.</p> <p>1. BS-Geography-Environmental Sustainability Concentration-Change in Flowsheet 18:256</p> <p>2. BS-Geography-Sustainable Tourism Concentration-Change in Course 18:257</p> <p>There being no further discussion, R. Hains called for the vote. All UCC members present voted to approve items 18:256 and 18:257.</p>
	<p>G. SCHOOL OF NURSING</p> <p>J. Kasperzyk made a motion to accept items 18:129-18:224. C. Schoen seconded this motion.</p> <p>Donna Hills, Chair of the School of Nursing was present to explain the proposed changes.</p>

1. NUR444A-Art and Science of Nursing X: Management and Leadership in Nursing-Change in Course [18:219](#)
2. NUR446-Art and Science of Nursing XII-Change in Course [18:220](#)
3. NUR447-Art and Science of Nursing XIII-Deletion of Course [18:221](#)
4. NUR360A-Explorations of the Professional Nursing Role-Change in Course [18:222](#)
5. NUR445A-Art and Science of Nursing XI: Management and Leadership in Nursing-Change In course [18:223](#)
6. BS-Nursing-RN to BSN Option Evening Division-Change in Flowsheet [18:224](#)

There being no further discussion, R. Hains called for the vote. All UCC members present voted to approve items 18:219-18:224.

There being no further business, R. Hains called for a motion to adjourn. S. Mokoro moved to adjourn. M. Miller seconded. The committee adjourned at 4:46 p.m.

The next UCC meeting is on Thursday, December 13, 2018.

Respectfully submitted by
Shannon A. Mokoro