



California State University
Dominguez Hills

Office of Academic Programs • 1000 East Victoria St. • Carson, CA 90747

UNIVERSITY CURRICULUM COMMITTEE

Wednesday, March 23, 2011
10:00-12:00 – Provost's Conference Room

Minutes

Present: C. Bordinaro, C. Jacobs, E. Zoerner, J. Dote-Kwan, J. Gasco, J. Bersi, J. Keville, J. Wilkins, K. Bates, K. Chai, L. Stallworth, M. Gordon, M. Krivokuca, M. Maki, T. Haney; Pam Krochalk, Scott Hornbeak, Mark Muller to present the O&P program.

Excused: C. Turner

Absent: B. McLelland, K. Bradshaw, M. Eyadat

1. **Call to Order:** 10:06am
2. **Approval of Agenda:** A new course proposal for HEA 593 was distributed to UCC. The course replaced HEA 595 on the agenda.
 - a. J. Dote-Kwan moved to approve as amended. J. Gasco seconded. M/S/P
 - i. Approved
3. **Approval of Minutes:** J. Dote-Kwan moved to approve. J. Gasco seconded. M/S/P
 - a. Approved
4. **Announcements**
 - a. C. Jacobs gave an update on the BA in Music proposal reviewed at the March 9, 2011 UCC meeting. The proposals will be tabled until the work load/mode of instruction issues are resolved. As the proposal stands, it probably will not be approved due to funding. UCC will be updated on any progress.
5. **New Business**
 - a. J. Dote-Kwan- concerned about the Orthotics and Prosthetics program faculty. Most do not have higher degree levels and there are no tenure track faculty. Instructors need at least a MS degree to teach these graduate level courses; though they are highly qualified, it is a formal policy that faculty cannot teach above their education level.
 - b. M. Gordon- this was an issue when the MS in Occupational Therapy was implemented. At the time, there were not a lot of people with higher degree levels because they were not available.
 - i. Occupational Therapy did have tenure track, Ph.D. faculty member.

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- c. M. Gordon- Special sessions programs do not have tenure track faculty, which has been an issue for her. She would like someone to address that for the validity of their programs; not to be addressed by UCC, but it is a good issue to raise.
- d. M. Maki- Dilemma of being in the position where if the program is not passed, we will lose the program. It is a unique program and the department is responding to the degree requirement. J. Dote-Kwan's point regarding faculty needs to be addressed in the future.
- e. P. Krochalk- the terminal degree for this field was a Bachelor's in Orthotics and Prosthetics (O & P). They are now at a Master of Science level. It is common with new programs; there are very few coming in with that level of degree.
- f. J. Bersi asked if UCC can approve the program contingent on faculty and funding.
 - i. M. Maki- Yes. The Master of Social Work was approved the same way.
- g. S. Hornbeak gave an introduction and background to the program. Established as option in the BS in Health Science; this is the only O & P program in California. They are currently located at VA Hospital in Long Beach. The program offers a 7 month certificate program and they are finishing up their last cohort of Bachelor students.
- h. There is a need for MS degree program in order to produce better scientists and move toward a more evidence-based practice.
- i. The core curriculum for NCOPE, the external accreditation for O & P, has been the guide for the development of the proposed MS option.
- j. Their goal is to produce clinicians and researchers.
- k. NCOPE has granted reaccreditation for the certificate and Bachelor of Science for next 2 years without a site visit. In Spring 2013, NCOPE will do a site visit under the new MS standards.
- l. Students would be eligible to be certified for O & P after they finish the MS program. They have to do residency first.
- m. The advanced expectation from NCOPE are Ph.D. degrees which can be obtained in rehab engineering. Ph.D.'s are not available in Orthotics and Prosthetics in the United States at this time. Less than 10 people in the country hold this level of degree in the country. Only two countries offer PhD's in O&P, China and Australia.
- n. It is included in the program justification that the department will need new faculty, with a total of 5 faculty members. One faculty member is leaving. The department will have the opportunity to replace them with a faculty member who holds a Masters or PhD in the field. There was also concern that there are no tenure track faculty.
 - i. M. Muller- This is a logistical concern. They have not been able to do it.

6. UCC 10-11 088 MS Health Science; Orthotics and Prosthetics Option NP

- a. Comments from the committee:
- b. C. Jacobs commented that the program learning outcomes are linked to university, college and course outcomes.
- c. J. Gasco questioned the statement regarding rent-free access to Long Beach VA Hospital where the program is housed.

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- i. S. Hornbeak- program needs to change language of the statement. As part of their workload and “Revocable license” with the VA Hospital, faculty members offer services, including leading seminars in lieu of paying rent.
- d. S. Hornbeak- The program has established a new clinical rotation for their students in San Diego for newly injured combat amputees.
- e. K. Chai- From clinical perspective asked about basic life support and HIPAA (Health Insurance Portability and Accountability Act) requirements for students.
 - i. M. Muller- They are addressing these issues. It has been a more clinical program, but they are going to include immunization and basic life support in compliance with the American Heart Association standards. Students/volunteers attend and orientation on their first day at the VA Hospital.
 - ii. K. Chai noted that requirements have changed in last year and need to make sure they’re up to date.
- f. T. Haney informed UCC that there has been a universal fix for the grading methods on all course proposals; grading will be A-F.
- g. S. Hornbeak has also received feedback from USLOAC’s review of the courses regarding course SLO’s and is in the process of revising the course syllabi.
- h. J. Wilkins questioned the grading scale of B not being equal to 80%. The percentage should be bumped to 83% or change to B- grade.
 - i. S. Hornbeak agreed to universally change the course requirements on the syllabi to a letter grade of B- to pass the course with clarification that a 3.0, B average must be maintained for the program.
- i. C. Bordinaro questioned the rubric for the professionalism
 - i. S. Hornbeak- there are standing requirements which include attendance, punctuality, dress/grooming; worth 5-10% grading content.

7. UCC 10-11 089 HEA 434 NC

- a. L. Stallworth- Mode of instruction. 1hr lecture and 1 hr activity.
- b. J. Keville moved to approve pending revision of passing grading requirement to B-. C. Bordinaro seconded. M/S/P
- c. Approved Pending.

8. UCC 10-11 090 HEA 445 NC

- a. SLO #6 is not measurable.
- b. Workload/Mode of Instruction will be changed to the following: 1 unit of C-2 and 1 unit of C-78.
- c. K. Chai moved to approved pending revision of SLO’s, passing grade requirement to B-grading and workload. C. Bordinaro seconded. M/S/P
 - i. Approved Pending

9. UCC 10-11 091 HEA 455 NC

- a. K. Chai- attendance requirements. Inconsistencies. P. 9 attendance requirements.
- b. C. Bordinaro- consider the specifics of software version requirements on the syllabus. Consider revising to not include specific versions to avoid continuous revisions with the changing technology.

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- i. S. Hornbeak agreed to a universal change to require “latest version” of specific software.
- c. K. Chai moved to approve pending revision software requirements and grading for attendance requirements. C. Bordinaro seconded. M/S/P
 - i. Approved Pending

10. UCC 10-11 092 HEA 508 NC

- a. C. Bordinaro moved to approve pending revision of passing grading requirement to B-
K. Chai seconded. M/S/P
 - i. Approved Pending

11. UCC 10-11 093 HEA 516 NC

- a. Concerned about poorly written.
- b. L. Stallworth- the Mode of Instruction CS# was missing. Should be a C-2.
- c. T. Haney made the revision to the proposal form.
 - i. J. Dote-Kwan- The master chart needs to be fixed to include C-2 for this course.
- d. E. Zoerner pending revision of passing grading requirement to B-, revision of SLO’s.
J. Gasco seconded. M/S/P
 - i. Approved Pending

12. UCC 10-11 094 HEA 535 NC

- a. S. Hornbeak will work with Nursing for online attendance requirements.
- b. Workload is ok.
- c. K. Bates encouraged program to think about security protocols for online exams.
- d. Proposal form- #11b- will be changed to online 95% /5%
- e. K. Bates moved to approve. C. Bordinaro seconded. M/S/P
 - i. Approved

Comment [t1]: Aren't all of the courses approved pending since the grading and SLO's need to be fixed on everything?

13. UCC 10-11 095 HEA 536 NC

- a. M. Gordon- one of the prerequisites HSC 500 is frozen. Needs to be reactivated.
- b. T. Haney- The department chair Pam Krochalk needs to submit a memo, approved by CPS dean Larry Ortiz, to the AVP of Academic Programs, Mitch Maki, requesting to unfreeze all 500 level HSC courses. Upon approval, courses will be reactivated in the system.
- c. Research paper assignment will be revised to emphasize the presentation aspect of the assignment because this is an activity course.
- d. K. Chai moved to approve pending revision of research paper assignment, passing grading requirement to B- and revision of SLO’s. M. Gordon seconded. M/S/P
 - i. Approved Pending

14. UCC 10-11 096 HEA 540 NC

- a. Course proposal form, #18f- should be marked “no.”
 - i. Revision will be made.
- b. J. Gasco moved to approve. J. Keville seconded. M/S/P

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- i. Approved
- 15. UCC 10-11 097 HEA 541 NC**
- a. S. Hornbeak- universal change on all syllabi from “Course Objectives” to “Student Learning Outcomes.”
 - b. K. Chai moved to approve pending revision of passing grading requirement to B-, revision of SLO’s and justification. J. Gasco seconded. M/S/P
 - i. Approved Pending
- 16. UCC 10-11 098 HEA 542 NC**
- a. Course proposal form- course will not effect other departments.
 - b. Correction will be made.
 - c. C. Bordinaro moved to approve. J. Keville seconded. M/S/P
 - i. Approved
- 17. UCC 10-11 099 HEA 544 NC**
- a. C. Jacobs- Proposal form- change total hours from 120 to 8 hours.
 - i. Revision was made on form.
 - b. J. Keville moved to approve pending revisions of grading requirement. C. Bordinaro seconded. M/S/P
 - i. Approved pending.
- 18. UCC 10-11 100 HEA 545 NC**
- a. J. Keville- typo on p. 6 19b. Content “will be.”
 - b. Due date for assignment #4 is missing from the course schedule. Needs to be added.
 - c. Mode of Instruction listed as hybrid. Delete; this is a regular course.
 - i. Correction to the form was made.
 - d. K. Chai moved to approve pending revision of typos grading requirement and addition of assignment #4 in course schedule. J. Gasco seconded. M/S/P
 - i. Approved Pending
- 19. UCC 10-11 101 HEA 547 NC**
- a. Mode of Instruction listed as hybrid. Delete; this is a regular course.
 - i. Correction to the form was made.
 - b. J. Gasco moved to approve pending revision of SLO’s. K. Chai seconded. M/S/P
 - i. Approved Pending
- 20. UCC 10-11 102 HEA 551 NC**
- a. K. Chai- p. 11 of syllabus. Leave “online module course work”. Delete “To Be Determined.”
 - b. There were questions and concerns regarding units and number of hours required. 2 hours lecture, 3 hours lab are minimum. Student may require additional hours to complete assignments.
 - i. S. Hornbeak will rewrite a clear statement and explanation in for the syllabus stating that students may have to spend more time in the class.

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- c. J. Dote-Kwan moved to approve pending revision to syllabus and statement of additional lab hours. J. Keville seconded. M/S/P
 - i. Approved Pending

21. UCC 10-11 104 HEA 554 NC

- a. E. Zoerner- no justification was included with the course proposal.
- b. J. Keville moved to approve pending revision of passing grading requirement to B- and justification. C. Bordinaro seconded. M/S/P
 - i. Approved Pending

22. HEA 593

- a. New class proposal submitted to replace HEA 595 which UCC was sent to review. The syllabus and course information are the same. Minor modification to the title change as it is no longer a special topics course.
- b. C. Bordinaro moved to approve. J. Keville seconded. M/S/P
 - i. Approved

23. **Announcements-** UCC will continue approval of courses and program at the next scheduled meeting. T. Haney will find out if the president has the authority for final approval of this program as an option to the MS in Health Science so that it can go to the Chancellor's Office as an FYI only. If not, the program will need approval from the Chancellor's Office. If the president is able to approve the program, the earliest it may be implemented is spring 2012.

UCC 10-11	088	MS Health Science; Orthotics and Prosthetics Option	NP
UCC 10-11	103	HEA 552	NC
UCC 10-11	105	HEA 580	NC
UCC 10-11	106	HEA 596	NC
UCC 10-11	107	HSC 501	MC

24. **Adjourn:** 12:17pm

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