FCAS CC Minutes – February 24, 2016
2:00 – 3:30
GHH Room 007

Present: Christine Fagan, Kate Mele, Judy Platania, Lauren Rossi (Chair), Renee Soto, Erin Tooley, and Adria Updike. Frank DiCataldo present for second reading of PSYCH 594 and first reading of PSYCH M.A. Clinical Psychology.

I.   Committee Business
        1. Minutes of February 10, 2016
        - Minutes need to reflect that Christine Fagan was present.
        - To edit for accuracy about questions to the Dean regarding the committee's charge, language will be revised under Roman numeral III to read: "CM asked him how much of the committee's job is to copy and edit petitions (concerning the degree to which mechanical or substantive edits are asked of the committee rather than petitioner or earlier reviewing persons). Substantive edits are time consuming for the committee and hold up curricular process. Dean stated that some of the responsibility does fall onto this committee."
        - Motion to approve minutes as amended: RS, KM, 6-0-0
        Attached file to email
        http://rwu.edu/academics/academic-affairs/curriculum-process/agendas-minutes

        2. Chair reminded committee about email from Registrar Romano, which gave petition deadlines for changes to be included in 2016-2017catalog. Chair proposed another meeting to help petitioners meet this deadline and will send a poll to determine availability of members for another March meeting.

        3. E-ballot results of January 27, 2016 are listed in the minutes of February 10, 2016. Chair told DiCataldo that necessary edits to the PSYCH proposal identified in the e-ballot are now posted on CurricUNET.

II.   Second Readings

Psychology, MA
    1. New courses
                PSYCH 594 Clinical Practicum IV   12/5/2015
                - Course Description: "mental" should read "mental health settings."
                    o Last sentence needs to be edited to read as PSYCH 591 AND 592 read.

- o Course descriptions (PSYCH 593 and 594) should all contain language referring to states that require additional credits for licensure.
- Units/Hours: add "Spring."
- Cross List: uncheck box "increases number of courses."
- Course Content: Pre-requisites need to be added to syllabus.
- Attached Files: attached syllabus needs to up-to-date with Couse Content tab.
- Motion to approve pending minor edits: AU, ET, 6-0-0

III. <u>First Readings</u>

Psychology, MA
1. Program changes:
    PSYCH M.A. Clinical Psychology, MA MA
    4/6/2015
    - Committee reviewed Motion to Table items to see if items have been addressed. Some edits remain.
        - o Program Summary/Outline Report: cut the following:
            - Practicum/Clinical and Forensic Thesis
            - Remaining Required Courses /Forensic (45 credits)
            - MA Program in Clinical Psychology (60 credit General Clinical and Forensic 45 Thesis/clinical and MA in Forensic Psychology (45 credits)
        - o Program Summary/Outline Report: add the following to **Remaining Required Courses/ Clinical (45 credits**):
            - PSYCH 532
        - o Program Sequencing list:
            - PSYCH 506 or 512 to Forensic Track 60 credits
            - PSYCH 512 to Clinical Track 60 credits
        - o Confirm Library Resources
    - The program sequence credit totals will not match actual credit totals. This was because the current CurricUNET does not take into account multiple tracks within a program, so the catalog copy will not reflect the Program Sequence tab. Chair will contact FS CC chair about this issue.

    - Committee reviewed Catalog Copy.
        - o Petitioner worked with existing catalog copy when writing proposal. However, committee found discrepancies that need to be resolved: descriptions of the program in catalog copy and under Program Summary (in CurricUNET) need to match.
            - Committee indicated last line from Program Summary should be included in catalog copy: "For

students planning to pursue licensure as a Mental Health Counselor in Rhode Island, the course of study will be for three years and will require 12 credit hours of practicum and a year of internship"
- Program Summary needs to include "A two year, full-time, 60 or 45 credit-hour program . . ."
- CM consulted with Registrar Romano to identify further edits that would enhance readability.
- CM made edits to catalog copy Word.doc in red as members pointed out necessary edits. Edited catalog copy will be sent to the petitioner.
- PSYCH 598 should be consistently called "Clinical Internship" in the catalog copy and throughout entire petition.
- At the end of the catalog copy: descriptions need to match course descriptions that have been put forth in the petitions, and names of courses must be aligned.

- Motion to approve pending edits: KM, ET, 6-0-0

Committee Discussion
- CM raised concerns about the flow of petitions and what holds committee up from moving petitions forward.
- CM noted as an example of how the agenda and the flow of petitions get established: on 2/22/16 an MA in Forensic Psychology was launched at 9:18 pm and on 2/23/16, RE approved. On 2/16/16 at 1:58 pm a minor program change in Chinese was launched, but as of 2/24/16 it is still pending. Other examples can be verified on the curriculum site.
- Bylaws state we have purview to "reject" petitions, but CurricUNET does not have a "reject" table. Chair will speak to Registrar about resolving this issue.
- Committee set agenda for upcoming meetings based on what is in the queue at time of this meeting:
  - First Readings
    - WTNG (minor program change)
    - ENG (minor program change)
    - ANTH 454
  - Second Readings
    - PSYCH M.A. Clinical Psychology, MA MA

Motion to adjourn at 3:35: LR

March 9, 2016 eballot results summary

1. PSYCH M.A. Clinical Psychology, MA

Check in the box below
For either *Approve* or *Bring to Committee*

Approve	*xxxxx*
Bring to Committee	

Comments: *(if Approve with Edits or if Bring to Committee selected)*
- Please provide a record that library resources are adequate to support petition.
- The catalog copy has a minor edits, including (1) the course description of Psych 593 within the attached catalog copy and that within the Psych 593 course petition should match, (2) The Psych 594 course description and prerequisites within the attached catalog copy and that within the Psych 594 course petition should match. Please update catalog copy.
- Departmental sign off sheet (with vote). As last page of Business plan

Outcome: Motion to approve, pending minor edits (eballot (Approve/Bring to Committee/Abstain/Absence, 5-0-0-1).

2. Master of Arts in Forensic Psychology

Check in the box below
For either *Approve* or *Bring to Committee*

Approve	*xxxxx*
Bring to Committee	

Comments: *(if Approve with Edits or if Bring to Committee selected)*
- The catalog copy has a minor edits, including (1) the course description of Psych 593 within the attached catalog copy and that within the Psych 593 course petition should match, (2) The Psych 594 course description and prerequisites within the attached catalog copy and that within the Psych 594 course petition should match. Please update catalog copy.
- In "Description of proposed major," 3rd sentence is repetitive. Change to "Students will be required to complete 6 credits of Research Practicum or Directed Research and 6 credits of thesis."
- In "Rationale for the proposed modification," should change to "*This revised 45-credit program* is designed specifically for students interested in applying to Ph.D. programs and will *emphasize* training in psychological research as opposed to clinical training to become a practitioner."
- Under "resources," specify if additional resources are needed to support the program's revision (as was indicated in the Business plan of the MA Clinical Psychology petition).

Outcome: Motion to approve, pending edits (eballot, Approve/Bring to Committee/Abstain/Absence, 5-0-0-1).

3. Professional & Public Writing, MINOR

Check in the box below
For either *Approve* or *Bring to Committee*

Approve	*xxxx*
Bring to Committee	*x*

Comments: *(if Approve with Edits or if Bring to Committee selected)*
- The Program Sequencing (Program Summary) does not reflect the catalog copy.
- As the petition seeks to add courses to the elective, there is no "Impact of Change" statement?

Outcome: Motion to approve, pending edits (eballot (Approve/Bring to Committee/Abstain/Absence, 4-1-0-1).

4. ANTH 454 Qualitative Methods

Check in the box below
For either *Approve* or *Bring to Committee*

Approve	*xxx*
Bring to Committee	*xx*

Comments: *(if Approve with Edits or if Bring to Committee selected)*
- The petition is selected as a major change, but appears as a minor course change.
- The petition requests altering the prerequisites to the course. If one of the goals is to encourage juniors to take this course, why is the class offered at a 400-level? Please include learning outcomes (to petition and course syllabus).
- Are there common learning outcome(s) between the ANTH 260 and SOC 260 courses that readies students no matter which course they take before ANTH 454?
- Please select frequency of offering and session (Fall/ Spring, Alternate years, etc., under Units/Hours tab).
- Please attach departmental sign off sheet (with vote) for this petition.

Outcome: Motion to approve, pending edits (eballot (Approve/Bring to Committee/Abstain/Absence, 3-2-0-1).