CURRICULUM SUBCOMMITTEE
MINUTES OF MEETING May 7, 2018
PRESENT Gabriela Simon-Cereijido (Chair), Sarah Baker, Zhen Cui, Eyob Demeke, Darlene Finocchiaro, Margaret Garcia, Rebecca Joseph, Arezoo Khodayari, Cheryl Pugh, Esther Tam
EXCUSED ABSENCES Foad Dizadj-Bahmani, (ASI)

1. Call to Order
   Chair Simon-Cereijido called the meeting to order at 10:57am.

2. Organizational Election for AY 2018 -19
   Prabhu Veena conducted the election.
   Election of Chair - It was m/s/p to elect Zhen (Carol) Cui.
   Election of Vice Chair – It was m/s/p to elect Sarah Baker.
   D. Finocchiaro will continue to be the EPC Liaison.

3. Announcements
   M. Garcia: First DIGARC (Curriculog) meeting was held yesterday (April 30, 2018).

4. Intent to Raise Questions
   None.

5. EPC Liaison Report
   D. Finocchiaro was attending a conference and was not in the EPC meeting.
   Cheryl Pugh: EPC continues in review the learning outcome.

6. Approval of the Minutes
   It was m/s/p to approve CSM 17-11 as amended.

7. Approval of the Agenda
   It was m/s/p to approve the agenda.

8. Curriculum
   a. KIN 4210 (wi) - Two typos (collaborate, make) were fixed. It was m/s/p to approve the Reference list.
   b. ENGL/TVF 3830 (wi) and online mode of delivery (MOD) – The subcommittee reviewed the revision and decided that [1] need clarification of 100% online lecture and feedback from learners; [2] it is unclear on the benchmark and MOD. The proposal is to be sent back.
   c. PAS 3810 (cl) – is still on hold until the cross-listing ENGL 3810 (cl) is submitted.
   d. PAS 3050 (cl) – is pending a proposal from the cross-listing WGSS 3050 (cl).

9. New Business
   a. Curriculog
      M. Garcia:
      (1) Updates – To build a process that will be as user friendly as possible.
(2) CSUCI is to facilitate a meeting with the other CSU people using DIGARC on June 8.
(3) Training sessions has scheduled for Fall 2019. In Spring 2019, full implementation will take place.
(4) We will have an assessment field in Curriculog. SSC oversees the SLO. CS needs to establish a timeline to fix the syllabi. There was discussion on the SLO and assessment. Timeline in updating the SLO will on agenda in Fall.

b. Policy for online / hybrid courses and programs
   (1) The Situation: This campus has no guideline and policy. We received complaints from students.
   (2) A survey is going out from the Chancellor’s Office.

10. Old Business
    a. Curriculum Handbook
       M. Garcia: It will be an online handbook.

       The committee did not discuss these items:
       b. Student Internships – EO 1064 {c.f. CURR-04}, {CS 13-02}
       c. Service Learning Policy, CS 15-02
       d. Status of Continuing Students [CS 17-03]

11. Adjournment
    Chair Simon-Cereijido adjourned the meeting at 12:02pm