CURRICULUM SUBCOMMITTEE

MINUTES OF MEETING	September 18, 2018
PRESENT	Carol Cui (Chair), Sarah Baker, Eyob Demeke, Foad Dizadji-Bahmani, Jamie Marsh, Darlene Finocchiaro, Margaret Garcia, Kimberly Glapion Cheryl Pugh, Esther Tam
EXCUSED ABSENCE	Arezoo Khodayari

1. Call to Order

   There was a brief introduction before Chair Cui called the meeting to order at 10:53am.

2. Announcements

   M Garcia addressed the status of Curriculog implementation.

3. Intent to Raise Questions

   None.

4. EPC Liaison Report

   D. Finocchiaro: EPC continue to work on the Graduate SLO, which is about to complete; and the review process.

5. Approval of the Agenda

   a. Switch items 8a and 8b.

   b. It was m/s/p to approve the agenda as amended.

6. Approval of the Minutes

   a. Item 8b (Updating SLO) is amended as: "CS will develop a rubric and a timeline".

   b. It was m/s/p to approve CSM 18-01 as amended.

7. Curriculum Review

   a. New program: Minor in Business Intelligence

      [1] Elective List - Needs a complete directive list for electives. The list should consist of at least more than 2 courses. The language "Other Electives with Advisor Approval" is not acceptable, the bullet is to be removed.

      [2] Professional Uses - The description is too generic. Needs to specify the fields.

      This proposal is to be sent back for revision.

   b. New program: Undergraduate Certificate in Business Intelligence

      [1] Elective List - Needs a complete directive list for electives. The language "Other Electives with Advisor Approval" is not acceptable, the bullet is to be removed.

      [2] Professional Uses - The description is too generic. Needs to specify the fields.

      This proposal is to be sent back for revision.

   c. New program: Undergraduate Certificate in Healthcare Informatics

      [1] Elective List - Needs a complete directive list for electives. The language "Other Electives with Advisor Approval" is not acceptable, the bullet is to be removed.

      [2] Professional Uses - The description is too generic. Needs to specify the fields.

      This proposal is to be sent back for revision.

8. New Business

   a. Policy for online / hybrid courses and programs

M. Garcia: [1] Online program must be 100% online. [2] Cal State L. A. has at least 2 online credit programs which are an option program within a degree program. [3] To learn about the quality control on the online programs, such as the GE courses, Dr. Kristine Bezdecny will be invite as a Time Certain to next meeting.

b. Curriculog Update

M. Garcia demonstrated the approval process (AP) step on the Cal State LA Curriculog site. UGS is collecting finalized approval lists from the colleges.

c. Undergraduate Research (CS 18-01)

M. Garcia: Currently, there is no course number coding convention for the Thesis and the Research courses. There is a need to be in consistency with the Graduate Study courses.

d. Curriculum language and terminology

The subcommittee did not discuss this item.

9. Adjournment

Chair Cui adjourned the meeting at 12:06pm.