



CURRICULUM SUBCOMMITTEE

MINUTES OF MEETING

March 5, 2019

PRESENT

Carol Cui (Chair), Sarah Baker, Foad Dizadji-Bahmani,
Darlene Finocchiaro, Margaret Garcia, Arezoo Khodayari,
Jamie Marsh, Jasmin Ramos, Esther Tam

EXCUSED ABSENCES

Eyob Demeke, Kimberly Glapion, Nan Martin, Cheryl Pugh

1. Call to Order

Waited for quorum, Chair Cui called the meeting to order at 10:58am.

2. Announcements

M Garcia: [1] UGS will attend an out-of-town meeting from March 16-20. Next CS meeting will be after the spring break, on 4/16.

[2] WASC visited last week. Drs. K Brown and J Dennis did a successful job.

3. Intent to Raise Questions

Will CS meet during the spring break? [No]

4. EPC Liaison Report (D. Finocchiaro)

[1] EPC is making a template for the online and hybrid courses, addressing the faculty.

[2] EPC is working on the continuing student policy and graduate advancement to candidacy.

[3] There was discussion on the (wi) courses, concerning the cap on enrollment and no WPE requirement etc.

5. Approval of the Agenda

It was m/s/p to approve the agenda.

6. Approval of the Minutes

It was m/s/p to approve CSM 18-07.

7. Curriculum

a. We need a process to approve GVAR.

b. Instructors, advisers and upper division students need to know that a minimum grade of C is required to satisfy GVAR.

c. WGSS B.A. needs a GVAR course for the program. It was m/s/p to approve WGSS 3500, a (wi) course, to satisfy GVAR requirement.

8. Curriculum Update

M Garcia: [1] We encourage faculty to login and check if there is any login issue so that Dr. Garcia can fix the double account issue.

[2] Explained the email notification preference and set up.

[3] Explained the special topic workflow process.

[4] Demonstrated the approval process of a real proposal.

M. Garcia answered questions raised from the floor regarding the approval process.

9. Old Business

a. Policy for online / hybrid courses and programs

AIRS is working on this. CS will wait for AIRS.

The Subcommittee did not discuss the following items

- b. Undergraduate Research (CS 18-01)
- c. Curriculum language and terminology

11. Adjournment

Chair Baker adjourned the meeting at 11:52 am