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**CURRICULUM SUBCOMMITTEE**

**APPROVED**

**MINUTES OF MEETING:** November 3, 2020

**PRESENT:** D. Finocchiaro, M. Garcia, N. Martin, J. Marsh, M. Ramirez, A. Snow, E. Tam, K. Yamazaki

**EXCUSED ABSENCE:** J. Anderson, A. Tailakh, Z. Ye

1. **Call to Order**

K. Yamazaki called the meeting to order.

2. **Announcements**

- M. Garcia:
1. Coming to the end of the curriculum proposal period. Also asked D. Finocchiaro to check if EPC will be willing to approve curriculum via email after the last committee meeting.
  2. Enrollment Confirmation Deadline (ECD) for Spring 2020 for Transfer Students is approaching. We are also in midst of the Fall 2021 Undergraduate Admission cycle.

3. **Intent to Raise Questions**

None

4. **EPC Liaison Report**

D. Finocchiaro submitted report.

5. **Approval of the Agenda**

M/s/p to approve the Agenda for 11.03.2020

6. **Approval of the Minutes**

M/s/p to approve the Minutes for 10.20.2020

7. **Curriculum**

The committee reviewed the proposals on CSA:20-05=2020.11.03. It was m/s/p to approve all the proposals. The committee reviewed the COMM 4140 proposal. It was m/s/p to approve.

8. **New Business**

None

9. **Old Business**

- a. *Curriculog Updates* – The committee discussed this item. M. Garcia asked the committee to provide feedback on using Curriculog. E. Tam showed a demonstration on how to quickly look up courses on Curriculog by using the **3A Quick Lookup: Course Info** and the **3A Quick Lookup: Program Info** forms.
- b. *Policy for online/hybrid courses* – This item is tabled until AIRS develops a draft policy and send to CS to review.
- c. *Curriculum language and terminology* – This item is tabled until the next meeting. Dr. Garcia reported what she learned from the Chancellor's Office. Committee members will check other CSU campuses to see what their policy is and report back.

10. **Adjournment**

The meeting adjourned at 11:55 am