

2017-2018 Year-End Committee Report Form

Committee: Curriculum & Research

Chair:

Winifred Schultz-Krohn

Chair-Elect for 2018-2019:

Brandon White

brandon.white@sjsu.edu

(Please include phone/zip/email if available)

Number of Meetings held: 18

August 28, 2017

September 11, 2017

September 25, 2017

October 2, 2017

October 16, 2017

October 30, 2017

November 6, 2017

November 13, 2017

November 27, 2017

December 4, 2017

January 29, 2018

February 5, 2018

February 19, 2018

March 5, 2018

March 19, 2018

April 2, 2018

April 16, 2018

April 23, 2018

May 7, 2018

Items of Business Completed 2017/2018

Curriculum

1. Recommended Approval: Reactivation of the Minor in Deaf Education
2. Recommended Approval: Bachelor of Arts in Mathematics, Preparation for Teaching
3. Recommended Approval: Bachelor of Science in Packaging
4. Recommended Approval: Bachelor of Science in Ecology and Evolution Biology
5. Recommended Approval: Bachelor of Science Nutrition and Food Science, Concentration in Food Management
6. Recommended Approval: Minor in Environmental Equity and Activism in the Department of Environmental Studies
7. Recommended Approval: Bachelor of Arts in Organizational Studies in the Department Anthropology
8. Recommended Approval: Bachelor of Science Nutrition and Food Science, Concentration in Applied Nutrition, Food Science & Packaging
9. Recommended Approval: Dividing the current Biomedical, Chemical and Materials Engineering Department into two separate departments: Biomedical Engineering (BME) and Chemical and Materials Engineering (CME)
10. Recommended Approval: Bachelor of Science degree in Marine Biology in the Department of Biological Sciences
11. Recommended Online MS in Informatics
12. Recommended approved PE Waivers through SB 1440 for degrees that do not include electives
13. Recommended Approval: elevation to Bachelor of Arts in Design Studies in the Department of Design

Name Changes:

1. Recommended Approval: Department name change from Mexican American Studies to Chicano/a Studies
2. Recommended Approval: Marketing and Decision Sciences Department to Marketing and Business Analytics Department

Discontinuations:

10. Recommended Discontinuation: Big Data Certificate
11. Recommended Discontinuation: Bachelor of Arts Spanish, Teacher Preparation
12. Recommended Discontinuation: Discontinuation of the Concentration in Packaging in the Bachelor of Science in Nutrition and Food Science
13. Recommended Discontinuation: Bachelor of Science, concentration in Ecology and Evolution
14. Recommended Discontinuation: Master of Arts French

Discussion/Review Items:

1. Approved retaining current charge for Curriculum and Research Committee, review requested by O & G committee

Organized Research & Training Units (ORTUs):

1. None reviewed during AY 2017-2018

Policy Recommendations and Referrals

1. Approved Data Elements to be included in Program Planning
2. Approved new Program Planning Guidelines
3. Approved Sense of the Senate on Internship Policy presented to Senate on 10-23-2018
4. Approved Human Subjects Research Policy to be in compliance with federal policy
5. Referral to address EO 1100, declined referral
6. Referral to address “borrowing faculty”, referred to Professional Standards
7. Approved rescinding old policies included in F17-1, approved
8. Approved Name Change policy; referral S18-18; passed by Senate on 3-12-2018
9. Approved Research, Scholarships and Creative Activities (RSCA) Policy; passed Senate on 3-12-2018
10. Approved rescinding F83-10; referral S18-12; passed by Senate on 4-9-2018
11. Approved rescinding S09-5; referral S18-15; passed by Senate on 4-9-2018
12. Approved rescinding S67-31; discussion at Senate resulted in return to committee
13. Reviewed and approved S66-12 (referral S18-1) since policy is in compliance with Title 5, Code 40407
14. Approved Amendments to F88-9; referral S18-10; passed at Senate on 4-9-2018
15. Approved Amendment A to S89-2; referral from AY 2016-2017; passed at Senate on 5-14-2018
16. Approved rescinding S80-9; referral S18-11; passed at Senate on 4-9-2018
17. Approved rescinding F08-1; referral S18-14; passed at Senate on 2-12-2018
18. Reviewed and approved retaining F01-3; referral S18-19

Unfinished Business Items for 2017/2018

1. Referrals for following policies submitted to C & R as of January 2018:
Referral S18-2 - Review of F66-13
Referral S18-3 – Review of S67-31 returned to committee following first read at Senate
Referral S18-4 – Review S68-18
Referral S18-5 – Review S73-10

Referral S18-6 – Review S73-24

Referral S18-7 – Review S74-7

Referral S18-8 – Review S75-5, suggested amendments made to S75-5

Referral S18-9 – Review S78-6

Referral S18-13 – Review S02-6

New Business Items for 2018/2019

1. Comprehensive curriculum policy

Please return to the Office of the Academic Senate (ADM 176/0024) by May 31, 2018.

Curriculum & Research
Meeting Minutes

Monday, August 28, 2017

SH 449

2pm-4pm

Present: Thalia Anagnos, Damian Bacich, Shelley Cargill, Richard Chung, Scott Heil, Rui Liu, Toby Matoush, Simon Rodan, Wynn Schultz-Krohn

Absent: Peter Buzanski, Pamela Stacks

Guests: Nicole Mendoza (GUP Staff), Ravisha Mathur (Senate Vice Chair), Stef Frazier (Senate Chair)

1. Welcome and Introductions
2. Approval of Meeting Minutes from 5/8/17
 - a. Discussion regarding SAFECLIP insurance for the internship off campus policy. The Chancellor's Office changed their decision on how SAFECLIP could be used, so the policy has to be adjusted.
 - b. RSCA policy was updated and approved then it was noted that the NDA piece was not in compliance.
 - c. Program Planning Policy was passed by senate and signed by President, however the guidelines still need to be finalized and approved by C&R so they can begin being implemented for the upcoming Program Planning Cycle
 - d. ULG policy was approved by the senate, but the President wants to get outside review/comments.

****ACTION:** Approve Meeting Minutes for May 8, 2017- 6-Yes, 0-No, 2- Abstain

3. Internship Policy
 - a. EO 1064 states that Agreements need to be in place. C&R was with the understanding that if the student identified their site on their own they can be covered, however the SAFECLIP organization states that it does not allow for coverage if there is not an agreement in place prior to the student working at the site.
 - b. The understanding in previous conversations with the CO and SAFECLIP that a student could purchase the insurance themselves. However, the CO came back and said no students can not purchase the insurance on their own.
 - c. Is there a generic University Organization Agreement? Yes. Can it be modified through negotiation, Yes.
 - d. Marla, the new Risk Manager has been attempting to see what other CSU's are doing for their processes and UOA language.
 - e. This is now at a point where we probably need a high level administrator to take this to the community. I.e. Ask the President to start having the conversation with CEO's about the importance of signing off on these agreements.

Curriculum & Research

Meeting Minutes

Monday, Sept 11, 2017

CCB 222

2pm-4pm

Present: Damian Bacich, Peter Buzanski, Shelley Cargill, Richard Chung, Djalai De Guzman, Scott Heil, Rui Liu, Toby Matoush, Simon Rodan, Pamela Stacks, Wynn Schultz-Krohn

Absent: Thalia Anagnos,

Guests: Nicole Mendoza (GUP Staff)

1. Welcome and Introductions
2. Approval of Meeting Minutes from 8/28/17

****ACTION:** Approve Meeting Minutes for August 28, 2017- 6-Yes, 0-No, 4- Abstain

3. Internship Policy

- a. Tabitha Hart has been hired as the Faculty in Residence for Internships. What her capacity will be is unknown.
- b. The sense of the senate should hopefully help us direct the Chancellor's office to fight the fight with the insurance company instead of the campuses
 - i. Add a clear statement of impact to students
 - ii. There were many comments suggested, Wynn will update the draft to include the submitted responses.
 - iii. Second to last resolve as well as a few others, feel a bit prescriptive to CSU
 - iv. Created an internship policy in consultation with the CO Risk manager and lawyers, at what point did their agreement no longer go along with the SJSU policy.
 - v. Clarify resolve to include all California learning institutions and not just CSU
 - vi. Ensure that the "Internship" reference includes the definition that service learning and other off campus activities (not field trips) are included in this.
 - vii. The CSU Senate at large should look at taking this charge, as well as the CSU taking on getting agreements for large companies that CSU students serve across the state.

4. Program Planning

- a. RDE
 - i. Data Element 1 needs some verbiage adjustments around program core, please have GUP review.
 - ii. Scott is also looking for feedback on the display presentation sample that is out as an example.

****ACTION:** Approve new Required Data Elements- 10-Yes, 0-No, 0-Abstain

b. Guidelines

i. Accepted last few edits remaining in document from Spring.

****ACTION:** Approve new Program Planning Guidelines- 10-Yes, 0-No, 0-Abstain

Adjourned 4:00pm

Curriculum & Research
Meeting Minutes

Monday, Sept 25, 2017
CCB 222
2pm-4pm

Present: Thalia Anagnos, Damian Bacich, Peter Buzanski, Shelley Cargill, Richard Chung, Djalaica De Guzman, Scott Heil, Rui Liu, Simon Rodan, Wynn Schultz-Krohn, Pamela Stacks

Absent: Toby Matoush,

Guests: Nicole Mendoza (GUP Staff), Tabitha Hart (COMM)

1. Approval of Meeting Minutes from 9/11/17

****ACTION:** Approve Meeting Minutes for September 11, 2017- 9-Yes, 0-No, 0- Abstain

2. Internship Sense of the Senate

- a. It does not apply if it is added value
- b. Financial impact- remove impact to departments to keep the process centralized in the S4 system.
 - i. Distributed workload across university and not on department alone.
 - ii. Finding solutions to assist students with purchasing of SAFECLIP
- c. Additional statements regarding CSU obtaining agreements for public agencies, as well as exemptions for social work agencies who end up having to have same coverage as all federal and state agencies, like the CSU.
- d. Remove second resolve regarding SAFECLIP and waiver, or rewrite to be more inclusive of students who are financially challenged. Reword statement to say "Obtain" SAFECLIP or waiver.
- e. Adjust curricular impact resolve to say "Current CSU Practice or requirement"
- f. Under second resolve on second page, use "Such as..." and list items like maintaining a list of approved sites and government agencies, etc.
- g. Merge third resolve and second resolve in order to cover both areas of concern about CSU coordinating activities and practices across campuses.
- h. Chancellor work with Statewide Academic Senate to coordinate processes.

3. Tabitha Hart- New Faculty At Large Internship Coordinator

- a. Internship Faculty Group reviewed processes for internships and developed a white paper on best practices
- b. The dollar purchasing requisition process was a roadblock and this committee helped eliminate that
- c. A lengthier UOA document was reduced due to the IFAC group in collaboration with risk management and based on the CSU Monterey Bay model.
- d. Believes there are three key issues to SJSU:
 - i. Timely processing of documents- UOA and learning plan/participation guidelines

- ii. Enrollment- Processed in timely way so that they can enroll students
- iii. What happens when an Organization won't sign UOA, what does student do then?
- e. Lloyds of London seems to be the driver as to why we can't accept one off agreements with agencies.
- f. Could the UOA become simpler than what we have? Eliminating the larger insurance coverage, and more of an educational contract.
- g.

****ACTION:** Approve - 0-Yes, 0-No, 0-Abstain

Adjourned 4:00pm

Curriculum & Research
Meeting Minutes

Monday, October 2, 2017
CCB 222
2pm-4pm

Present: Thalia Anagnos, Damian Bacich, Shelley Cargill, Scott Heil, Rui Liu, Toby Matoush, Simon Rodan, Wynn Schultz-Krohn, Pamela Stacks

Absent: Peter Buzanski, Richard Chung, Djalaica De Guzman,

Guests: Nicole Mendoza (GUP Staff), Alena Filip (Office of Research)

Start: 2:06pm

1. Approval of Meeting Minutes from 9/25/17

****ACTION:** Approve Meeting Minutes for September 25, 2017- **6-Yes**, 0-No, 1- Abstain

2. Human Subjects Research Policy

- a. Changes to policy to reflect federal updates, most updates were around consent.
 - i. Exempt, Expedited, and Excluded are the 3-E's that were updated in federal consent areas.
 - ii. Exemption is reviewed by administrative review
 - iii. Expedited review is determined by the office of Research.
 - iv. Excluded review is conducted by faculty of the review committee of that research area, and typically incorporates limitations on how the data will be used.
- b. Allows a two year span to complete research. This should allow students additional time coverage to capture their data.
- c. We can request or have more guidelines than the federal government, but we can not have less.
- d. Main change to federal regulations was exemption categories, some were removed and others added. New category is limited review (seen as limited risk) and that is not a clear exemption. This is a process SJSU has currently conducts.
- e. One regulation change is multi-site IRB approval. Current practice allows another institution IRB approval to cover, however we may implement an agreement that outlines what is covered.
- f. IRB application determines exemption, SJSU already has limited review exemptions.
- g. Protected group exemptions/waivers were added. However, SJSU will still require in-formal consent when Minors are involved.
- h. No longer require continuing review if the IRB office has already reviewed via an exemption review process.

Curriculum & Research Agenda October 16, 2017 Central Classroom Building (CCB) 222; 2:00 – 4:00

Attendance: Thalia Anagnos, Damian Bacich, Shelley Cargill, Scott Heil, Rui Liu, Toby Matoush, Simon Rodan, Wynn Schultz-Krohn, Gilles Muller (for Pamela Stacks), Peter Buzanski, Richard Chung, Djalaica De Guzman,

Absent: Nicole Mendoza, Pamela Stacks

Guest:

Item	Discussion/Questions	Action
Introductions		
Previous minutes from Oct. 2, 2017	Approved 6-0-3	
Human Subjects Research (HSR) changes to policy Summary & Rationale Policy Current policy with notations	Review comments from Cami	Approve 12-0-1 approved with responses from Alena to Cami's questions
Internship Policy – overview – priority! Issues: 1. SoS editing 2. Review list of existing UOAs in place		Done Faculty in Residence for Internships Faculty in Residence for Service Learning
Curriculog – Nicole Mendoza		
MS in Data Analytics See MSDA in 10-2-2017 folder	Review responses from Lee Chang	Approve 11-0-1 C&R Approval letter to include a recommendation to move GWAR to DATA 294 and to use the revised PLO #4 and update assessment plan to support the revised PLO
Name Change to Recreation Therapy	Reviewed letter from June 9, 2017	Approve 11-0-1 Include some of the data in the June 9 letter in the approval letter from C & R Note issue related to the CIP code
Curriculum Policy Issues: 1. 120 units and multiple pathways for UG degrees 2. Options for 4+1 or 3+2 BS/MS degrees look at S13-9	degree name change department name change Identify the process for a name change - either a degree or a program - may need to have a different policy for each Department Name Change - who is considered the affected academic unit? Review levels - department, college & university curriculum committees	create an inventory of what is already covered by University Policy (e.g. certificates(S16-17), minors (S16-4), concentrations (S14-9), GE (S14-5), merging departments(S13-9)
RSCA Policy Issues: 1. Non-disclosure Agreements (NDA)		

<p>2. Policy section – consultation with Professional Standards Committee</p>		
<p>Coming Attractions: BOGS GE issues – October 16, 2017 Suggested that GE should go through Program Review</p>	<p>Simon Rodan introduce issues: Is it an actual program? How is GE organized 40% of Undergrad degree in GE courses Assessment issues - burdensome in the GE program Alternative - sampling GE Working Groups? Improve advising so that students take correct courses and understand why taking certain courses Model of integrated courses University-wide forum Developing a white paper Design assessment so that it is completed by those nearest to the curriculum delivery</p>	<p>Review BOGS white paper</p>
<p>Next meetings</p>	<p>10-30-2017; 11-6-2017; 11-13-2017; 11-27-2017; 12-4-2017; 1-29-2018; 2-5-2018; 2-19-2018; 3-5-2018; 3-19-2018; 4-2-2018; 4-16-2018; 4-23-2018; 5-7-2018</p>	<p>connect with Tom Moriarty about his assessment pilot from summer 2017</p>

Curriculum & Research
Meeting Minutes

Monday, October 30, 2017
CCB 222
2pm-4pm

Present: Thalia Anagnos, Damian Bacich, Peter Buzanski, Shelley Cargill, Richard Chung, Djalaica De Guzman, Scott Heil, Rui Liu, Simon Rodan, Wynn Schultz-Krohn, Pamela Stacks

Absent: Toby Matoush,

Guests: Nicole Mendoza (GUP Staff),

Start: 2:03pm

1. Approval of Meeting Minutes from 10/16/17

- a. Remove abstentions and adjust to zero, they were made by a non-voting EXO.

****ACTION:** Approve Meeting Minutes for October 16, 2017- 11-Yes, 0-No, 0- Abstain

2. Curriculum

a. Curriculog Process

- i. C&R will review in Curriculog, but vote will occur in meeting and be submitted by Chair and/or staff with comments to include committee discussion and vote

b. Deaf Education Minor

- i. Concern over faculty staffing
ii. Is there really demand for this type of minor?
1. There is not a financial impact for adding a minor

****ACTION:** Approve reactivation of Deaf Ed Minor- 11-Yes, 0-No, 0- Abstain

3. Program Planning RDE's

- a. There were a few updates to the RDE document, that IAR was unsure whether or not they were voted on.

4. Curriculum Policy Referral

- a. What do we want to include in it?
b. How thorough should it be?
c. What is the CSU as a whole doing?
d. Issues:
i. 120 unit and multiple pathways for UG degrees
ii. Options for 4+1 or 3+2 BS/MS
iii. Double Majors
iv. Concentration Policy (S14-9) needs to be updated to match EO 1071

***Action Item:** Members, please find out what are college issues (curriculum committees) that are going on out there that need or should be considered as inclusions to the new Curriculum Policy.

5. Referrals

a. EO 1100 and preserving SJSU R, S and V.

- i. This is referencing GE across CSU, that new rule is that CSU's accept all GE's no matter upper or lower division from any other CSU
- ii. Upper division coverage of GE areas B, C D (9 units) are SJSU's local GE area R, S, and V.
- iii. There is confusion over whether a required course that happens to be GE can be overridden by the GE course taken at another CSU. IF it is a required course in the major, regardless of it carrying a GE or not, it has to be taken.
- iv. Is this a warranted referral? What can we really put in place to ensure SJSU can keep this in place.
- v. A very small percentage of students fall into this boat of transferring in upper division GE courses.
- vi. This seems to be more of an articulation issue than a university at large.
- vii. Committee does not see a sufficient number of issues that suggest this requires a policy.
- viii. If there is something unique that is in the GE's that will substantially support a program, put that as a requirement, but do not restrict a student from meeting GE requirements if they are able to meet the GE in a different course. They will still be required to take the course because it is a required as a major program requirement course.

****ACTION:** Approve authoring a letter to decline referral- 10-Yes, 1-No, 0- Abstain

b. Borrowing faculty

- i. Refers to how faculty are shared, not curriculum per se
- ii. Who pays for what is more of a faculty affairs issue, not curriculum.
- iii. It's about bodies, not books and students

****ACTION:** Approve moving this referral to Professional Standards- 11-Yes, 1-No, 0- Abstain

6. Board of General Studies (BOGS)- Proposal for General Education at SJSU

- a. A possible new solution for GE at SJSU
- b. A process that will probably take a few years to implement.

Adjourned 4:00pm

Upcoming Meetings

November 6, November 13, November 27, December 4, January 29, 2018, February 19, March 5, March 19, April 2, April 16, April 23, May 7;

Curriculum & Research
Meeting Minutes

Monday, November 6, 2017

CCB 222

2pm-4pm

Present: Thalia Anagnos, Peter Buzanski, Shelley Cargill, Richard Chung, Djalaica De Guzman, Toby Matoush, Simon Rodan, Wynn Schultz-Krohn, Pamela Stacks

Absent: Damian Bacich, Scott Heil, Rui Liu,

Guests: Nicole Mendoza (GUP Staff),

Start: 2:05pm

1. Approval of Meeting Minutes from 10/30/17

****ACTION:** Approve Meeting Minutes for October 30, 2017- 8-Yes, 0-No, 1-Abstain

2. RSCA Policy

- a. Was rewritten and approved by C&R, but was not passed due to some language inconsistencies that would not garner approval by the President.
- b. If the policy includes NDA (Non-disclosure Agreements) could curtail our faculty and students research. We should provide some sort of provision so it doesn't limit faculty.
- c. If someone is being used as a test gather as opposed as an intellectual property generator, what or where does the NDA come into play.
- d. Change administrator to AVP for Research to ensure Office of Research has oversight.
- e. We will more than likely attempt to hit the December senate meeting so we can ensure we get legal counsel consult as well as have time to clean up other issues before hand.

3. Curriculum Policy

- a. Name Changes for Departments
- b. Additional definitions about what classifies what constitutes a 1-, 2-, 3-, or 4-unit course.
- c. Defining Terminology globally: Prep vs support, Specialization vs Emphasis
- d. What qualifies as a Major program change vs. Minor
- e. When a program/course change that will affect more than one department/college.
- f. When a specialization needs to be approved
- g. Dropping components by Dean/AD with no consultation with department.
- h. Who is in charge of college curriculum committees, should they be consistent across campus?

- i. Double Majors, and double concentrations, Whats minimum units above and beyond first. Electives being used, university electives, etc.

Adjourned 4:00pm

Upcoming Meetings

Fall: November 13, November 27, December 4

Spring: January 29, 2018, February 19, March 5, March 19, April 2, April 16, April 23, May 7;

Curriculum & Research
Meeting Minutes

Monday, November 13, 2017
CCB 222
2pm-4pm

Present: Thalia Anagnos, Peter Buzanski, Shelley Cargill, Richard Chung, Rui Liu, Toby Matoush, Simon Rodan, Wynn Schultz-Krohn, Pamela Stacks

Absent: Damian Bacich, Djalaica De Guzman, Scott Heil,

Guests: Nicole Mendoza (GUP Staff),

Start: 2:03pm

1. Approval of Meeting Minutes from 11/6/17

****ACTION:** Approve Meeting Minutes for November 6, 2017- 8-Yes, 0-No, 0-Abstain

2. Curriculum

- a. Big Data Certificate Discontinuation

****ACTION:** Approve Discontinuation of Big Data Certificate- 8-Yes, 0-No, 0-Abstain

- b. BA Math Prep for Teaching Program Revision

- i. Should we invite them to upcoming meeting?
 1. Yes, we will invite Ferdinand Rivera to our next meeting.
- ii. Why does the majority of the credential course have to be taken at SJSU? Is this a CCTC requirement?
- iii. Doesn't a student have to have a BA in order to get their credential?
- iv. There are various titles used in the catalog description, need be consistent and accurate
- v. There are special education courses, how or why are those included? How do you do it, why do you need to do it...clarification needed.
- vi. Minimum grade point average criteria is noted but not outlined as to what it is or where to find it (it apparently lists somewhere else in the description).
 1. Same occurs with a reference to a 'B' minimum for credential courses, but then credential courses are not outlined.
 2. This needs to be clear to reviewers, and most importantly students.
- vii. Catalog lists Math 100W when the intent is ENGR 100W
- viii. Why this route, when most programs are eliminating their Prep for Teaching programs.
- ix. Concerns over how or when students would take the CBEST, please help us understand that whole sentence.

- x. Is there a priority of the 80% math course work that needs to be completed? Or does the student prioritize that? Maybe a table that outlines what needs to be taken when to meet the 80%, this would be a back office resource.
3. RSCA Policy
- a. Confusion over line 291-294 in reference to signing NDAs with pressure and without authorization. Wording is not clear and causes confusion on process of signing.
 - b. Adjusted 291-294 ready for another review.
4. GE White Paper
- a. This has had minimal discussion in BOGS and has not been officially approved.
 - b. What is the purpose of this document?
 - i. When BOGS started planning out their self-study for the program review, they started to develop a list of ideas of how to improve the GE process.
 - ii. BOGS has discussed this at their meetings, everyone [in BOGS] is on the distribution list and was/is invited to comment on the document before it was presented to C&R.
 - iii. BOGS wanted to prepare for their Action Plan meeting by developing this document on possible solutions they have found from the review process to date.
 - c. The Program Planning process has not completed for GE yet, and should this maybe wait until the Program Planning and external reviewer report has been completed so that C&R can comment appropriately based on the background of the review process.
 - i. It was noted that the Letter to the Provost might be a good resource to help with the background for the committee to provide better feedback.
 - d. Review and provide any comments by Wednesday evening for Simon Rodan's meeting with PPC on Thursday.
 - e. This is not something that C&R is going to vett or approve at this time, this is a consultation feedback process only.
 - f. This is not a referral (yet), so please clarify how this business aligns with the C&R agenda for the semester. i.e. referral for a new policy, revise policy, etc.
5. Curriculum Policy
- a. Prioritize our issues: Unit allocation, Name change, and Options for degrees (4+1, etc)
 - b. Name Change is a policy we could easily roll out due to the amount of work necessary for this one as opposed to others.
 - c. We should probably address issues that have been sitting on C&R agenda for some time. 4+1 blended programs is one that has been referred and sitting on C&R plate for some time.
 - d. What is the 120 units and multiple pathways issue? What does it mean?
 - e. Should we split the attack? No, it ends up taking the same amount of time.

- f. We could assign “leads” to tackle each policy, but have hands to help move them forward.
- g. When we discuss blended programs, the registrar will need to be involved because it affects how students bring courses into SJSU.
- h. Richard to take lead on the Name Change policy
 - i. Issues: progression of approval of all steps (with minutes for vote), wide consultation of departments/colleges with approval from the deans in those departments,
 - ii. Start from the document/webpage that GUP has for guidelines.
- i. Blended Programs (reference S89-2, Chancellor Office [AA-2012-01](#))
 - i. No double dipping of courses from one program into the other regardless of the level of course (i.e. undergrad vs. grad level course work)
 - ii. Will ask James Lee why he added 3+2 on his referral for blended programs. Does he know of one, would he be okay with a 4+1?
 - iii. Ask Social Work, they are currently proposing a 4+1 for MSW.

Adjourned 4:00pm

Upcoming Meetings

Fall: November 27, December 4

Spring: January 29, 2018, February 19, March 5, March 19, April 2, April 16, April 23, May 7;

Curriculum & Research
Meeting Minutes

Monday, November 27, 2017
CCB 222
2pm-4pm

Present: Thalia Anagnos, Damian Bacich, Peter Buzanski, Shelley Cargill, Richard Chung, Djalaica De Guzman, Rui Liu, Simon Rodan, Wynn Schultz-Krohn, Pamela Stacks

Absent: Scott Heil, Toby Matoush,

Guests: Nicole Mendoza (GUP Staff), Ferdie Rivera (Math Faculty), Ashwini Wagle (Chair, NUFS), Fritz Yambrach (NUFS Faculty)

Start: 2:00pm

1. Approval of Meeting Minutes from 11/13/17

****ACTION:** Approve Meeting Minutes for November 13, 2017- 8-Yes, 0-No, 3-Abstain

2. Curriculum

- a. BA Math Prep for Teaching Program Revision

- i. There are responses to the questions we posed in our shared drive, [answered in advance](#) by Ferdie
- ii. Teaching based programs are currently preparing revisions to include the credential such as Math per CCTC approval.
- iii. There are letters of support from sociology, and CHAD
- iv. Will provide a side by side for old curriculum vs. new
- v. Using ENGR 100W to obtain the R and Z
- vi. 9 semester roadmaps be updated to reflect the ESC
- vii. C&R could approve provisionally given that the two GE courses (EDSE 102, and 124 for S and V) have not been approved and would need to be substituted until BOGS approves.

****ACTION:** Approve BA Math Teacher Prep Program Revisions provisionally approved, pending upper division GE approval of EDSE 102 and EDSE 124 or a review of substitute courses- 11-Yes, 0-No, 0-Abstain

- b. Nutrition Science

- i. Packaging-

1. There are no new classes and is being proposed to comply with EO 1071.
2. Discrepancy between department minimum and University graduation requirements. Department is 2.5 and University is a 2.0. Be more explicit about how that fits in.

Curriculum & Research
Meeting Minutes

Monday, December 4, 2017
CCB 222
2pm-4pm

Present: Thalia Anagnos, Damian Bacich, Peter Buzanski, Shelley Cargill, Richard Chung, Djalaica De Guzman, Scott Heil, Rui Liu, Toby Matoush, Simon Rodan, Wynn Schultz-Krohn, Pamela Stacks

Absent:

Guests: Nicole Mendoza (GUP Staff), James Lee (Chair, Justice Studies)

Start: 2:00pm

1. Approval of Meeting Minutes from 11/27/17

****ACTION:** Approve Meeting Minutes for November 27, 2017- 10Yes, 0-No, 0-Abstain

2. Curriculum Policy

- a. Regarding the 4+1

- i. This would require 4 years of the Bachelor and 1 year of Masters.
- ii. 4+1 are allowed, but there's a current policy ([S89-2](#), Graduate credit for undergraduates) limits when the students can take the graduate level units. It should be in semester 8, however policy does not allow for that.
- iii. Amend policy to state that it does not apply to 4+1 programs.
- iv. It was noted that this isn't the only issue with the S89-2 policy and we should review the whole thing and not just amend the part that affects 4+1
- v. There are financial aid issues with with this type of model (and 3+2)
- vi. It was suggested that we amend the S89-2 to allow for the additional units allowance by undergraduates to take graduate courses and have a separate policy on 4+1 and 3+2 programs.
- vii. Simon Shelley and Wynn will work on the amendment and new policy around blended programs.

- b. Name Changes

- i. Richard and Damian will continue to flush out this policy for a first read in Spring semester.

- c. RSCA

- i. We need to make sure RSCA is clearly spelled out and defined since this is unique to SJSU.
- ii. It should be noted that we do expect T/TT faculty to do RSCA, but others should be encouraged to do so as well.
- iii. Language around pressure from university to sign an NDA is not accurate, since no one would really sign out of pressure.

- iv. Pam and Wynn will clean up language and formatting of document.
- v. NDA's being antithetical to a university is not appropriate in all cases.

3. Curriculum

a. NUFS- BS in Packaging

- i. We will need to ensure we vote on both the new program and the concentration discontinuation at the same time so it is evidence for the administration to do the work they need to do once approved. We will need to start doing this as a normal practice moving forward with elevation requests.
- ii. Discontinue concentration and elevate the degree of NUFS Packaging

****ACTION:** Approve Discontinuing the BS NUFS Concentration in Packaging and Elevating to a full BS in Packaging- 11-Yes, 1-No, 0-Abstain

b. NUFS Concentrations

- i. The side by sides still do not align with EO 1071. They are 3-4 units (1 course) short in core, they need to be 32 in common.
- ii. They can easily have a choose from that is advised based on their focus
- iii. Concentrations need to match the program learning outcomes

****ACTION:** Approve Applied Nutrition and Food Science as proposed- 0-Yes, 11-No, 1-Abstain

****ACTION:** Approve Food Management as proposed- 0-Yes, 11-No, 1-Abstain

c. BA Spanish, Teacher Preparation

- i. Folded the Teacher Preparation courses into their BA Spanish, since they are closely related.
- ii. Courses related to TP program were getting hard to put on.
- iii. Everything was easily merged into their BA Spanish that made sense.

****ACTION:** Approve Discontinuing BA Spanish, Preparation for Teaching- 12-Yes, 0-No, 0-Abstain

Adjourned 4:00pm

Upcoming Meetings

Spring: January 29, 2018, February 19, March 5, March 19, April 2, April 16, April 23, May 7;

Curriculum & Research
Meeting Minutes

Monday, January 29, 2018
CCB 222
2pm-4pm

Present: Thalia Anagnos, Peter Buzanski, Shelley Cargill, Richard Chung, Djalaica De Guzman, Scott Jensen, Toby Matoush, Simon Rodan, Wynn Schultz-Krohn, Pamela Stacks

Absent: Lynne Trulio, Damian Bacich

Guests: Nicole Mendoza (GUP Staff),

Start: 2:00pm

1. Approval of Meeting Minutes from 12/4/17

****ACTION:** Approve Meeting Minutes for January 4, 2017- 8-Yes, 0-No, 2-Abstain

2. S16-9 University Policy on Course Syllabi

- a. While the language exists on current accesible template,the course requirement statement was accidentally removed. The statement WASC wants us to include on syllabi was not explicit, so we are adding the old statement back in.

****ACTION:** Approve re-adding language about course requirements - 10-Yes, 0-No, 0-Abstain

3. Amending F17-1 to rescind old policy references.

****ACTION:** Approve rescinding policies referenced in F17-1 policy - 10-Yes, 0-No, 0-Abstain

4. Curriculum

- a. NUFS, Concentration in Applied Nutrition and Food Science

- i. Coursework is too similar to Dietetics
- ii. They should develop "core" to concentration to outline specific courses to create a track that is not so similar to Dietetics.

****ACTION:** Approve sending BS NUFS, Concentration Applied Nutrition and Food Science back for update- 10-Yes, 0-No, 0-Abstain

- b. NUFS, Concentration in Food Management

- i. This concentration does have a "core" coursework that creates a different path distinct from the others.

****ACTION:** Approve BS, NUFS- Food Management- 10-Yes, 0-No, 0-Abstain

- c. BS Biology in Ecology and Evolution Elevation

- i. When creating a common core for their biology degree, they noticed that the concentration was not aligning with the general biology degree and in fact was missing important courses to the field.
- ii. The adjustment showed that it was by far different and should be elevated to its own degree
- iii. Suggest a side by side of this degree proposal against current concentrations to show the difference in coursework.
- iv. There are quite a few courses eliminated from the core course work than that of the general biology degrees.

****ACTION:** Approve Elevating the BS, Biology concentration in Ecology and Evolution to full degree pending side by side comparison with other concentrations, as well as rescind current concentration in ecology and evolution- 10-Yes, 0-No, 0-Abstain

- d. Minor in Environmental Equity and Activism
 - i. The documents are not cleaned up, still reference environmental justice.
 - ii. Suggest or work with GUP to obtain a CIP Code
 - iii. Please create a side by side of each of your minors together so the committee can see that a student can't take multiple through course selection.
 - iv. Clarify memo that other minors listed are not part of their department but are additional options majors can take
- e. MA French Discontinuation
 - i. No students, no teach out

****ACTION:** Approve Discontinuation of MA French- 10-Yes, 0-No, 0-Abstain

5. RSCA Policy

- a. NDA would be a starting point for discussions between university and business entities
- b. Most NDA's reference business practices, but not related to sexual harassment which may have different rules/regulations.
- c. Ready to send out for more feedback

6. Department or School Name Change

- a. Outlining how an outside department can obtain support and comments from other colleges that might have issue with name change
- b. Suggestion is that department seeking name change request their College Associate Dean to query other Associate Deans for feedback.
- c. Could this route through Curriculog? Yes it could, but the Associate Deans should list as a committee, and would this be a good use of their time, let alone what happens when there is objection.
- d. Remove UGS and GS&R committee review of proposal.
- e.

****ACTION:** Approve - 0-Yes, 0-No, 0-Abstain

Adjourned 4:00pm

Upcoming Meetings

Spring: January 29, 2018, February 19, March 5, March 19, April 2, April 16, April 23, May 7;

Curriculum & Research

Meeting Minutes

Monday, February 5, 2018

CCB 222

2pm-4pm

Present: Damian Bacich, Peter Buzanski, Shelley Cargill, Richard Chung, Scott Heil, Scott Jensen, Toby Matoush, Simon Rodan, Wynn Schultz-Krohn, Pamela Stacks, Lynne Trulio

Absent: Thalia Anagnos, Djalaica De Guzman,

Guests: Nicole Mendoza (GUP Staff),

Start: 2:05pm

1. Approval of Meeting Minutes from 1/29/18

****ACTION:** Approve Meeting Minutes for January 29, 2018- 8-Yes, 0-No, 2-Abstain

2. Updates

- a. Submitted the small change for the S16-9, adding the course requirement statement back on to the course syllabi per WASC requirements.
- b. RSCA policy went to President and was pulled back

3. Curriculum

- a. Minor in Environmental Equity and Activism
 - i. Obtained support letter from African American Studies
 - ii. Moved away from using Justice due to lack of support from Justice Studies, who claim their definition is different than the work this minor was looking to do.
 - iii. Need Side by Side to compare against other minors

****ACTION:** Approve ENVS Minor in Environmental Equity and Activism- 10-Yes, 0-No, 0-Abstain

4. Name Change Policy

- a. Department vote area directs back to policy on (S17-6, section 2.3) department voting policy
- b. Should GUP be the office to inquire with other colleges since they know the larger curricular issues across campus.
- c. Should we allow deans to still move forward with request even though the rest of the deans don't agree?

****ACTION:** Approve a first read at senate- 10-Yes, 0-No, 0-Abstain

5. RSCA Policy

****ACTION:** Approve moving RSCA for first read - 10-Yes, 0-No, 0-Abstain

Adjourned 4:00pm

Upcoming Meetings

Spring: January 29, 2018, February 5, February 19, March 5, March 19, April 2, April 16, April 23, May 7;

C&R minutes (draft) taken by P. Stacks

Present: Thalia Anagnos, Damian Baccich, Peter Buzanski, Shelley Cargill, Richard Chung, Djalaica De Guzman, Scott Jenson, Toby Matoush, Simon Rodan, Wynn Schultz-Krohn, Pam Stacks, Lynne Trulio

Absent:

Scott Heil, Nicole Mendoza

1. Feb 5, 2018 Minutes approved

2. Systematic review of referrals, most popular were the following:

18-8: Undeclared undergraduate category. Antiquated policy, is it consistent with current practices?

18-11: Curricular process/resource analysis.

18-12: Math placement

18-17: MPP role on master's thesis committee

Need a lead person for each referral to provide some **additional background info**. By next Tuesday 2/27/18 some info to Wynn and she will provide to C&R Thursday, 2/29/18.

18-8: Shelley Cargill/Toby Matoush

18-11: Lynne Trulio/Richard Chung

18-12: Simon Rodan/Thalia Anagnos

18-17: Wynn Schultz-Krohn/Pam Stacks

3. BA in Organizational Studies (Pilot program) from Anthropology – Program Planning Committee letter.

When a pilot program, does not go through as much review. Exists for 5 years then have a PPC review which is then sent to CSU CO, via C&R. If C&R votes to approve the program, we then submit to the Provost. If he approves, GUP will sent to CSU CO for final approval.

Original thrust – an alternate path for students who could not go through Business major and it has less math content. Do CoB advisors advise students into this program when math is not their strength? Thalia asked chair of Anthropology to provide a paragraph description for the catalog to help students select this major. There are some challenges in the unit construction with three different departments, Economics, Political Science and Psychology, the first two have 4 unit courses and the last has 3 unit courses.

There were 42 majors after 5 years. Currently at 35 as some have graduated. Started in Fall 2014.

12-0-0 approved sending to CSU CO.

4. Applied Nutrition, Food Science & Packaging concentration changes

Thalia uploaded a comparison document. The Food Management concentration was fine. Concern was on Dietetics and Applied Nutrition overlap. The comparison document clarifies the overlap. Maximum of 16 units of overlap with the current submission. Previously it could be 100% overlap due to the number of electives. This was the last outstanding issue.

12-0-0 approved.

Update. Thalia sent the Food Management concentration to Provost Andy Feinstein and there was concern about the overlap of the Food Management concentration with the Hospitality Management

degree. Thalia will meet with Ashwini Wagle, Chair of NuFS&P, to see the differences in the degrees to be outlined.

5. Name change policy. One recommendation is to strip out a lot of the procedure and leave the Procedure guidelines to the GUP Office. Carl Kemnitz said at CSUB they have language like “evidence of adequate consultation” with affected departments, schools and colleges.

“The name change proposal will include evidence of meaningful consultation with all academic units affected by the proposed name change.”

There was concern that the votes at the various levels be revealed in the interest of transparency.

“The name change proposal will provide a record of the vote at all levels of review.”

“The Department or School Name Change Guidelines, provided by the Office of Graduate & Undergraduate Programs will specify components to be included in the name change proposal.”

We note that the S06-7 policy does not deal with name changes of the affected units.

Keep items 5. and 6. to indicate that the information goes to GUP, C&R and then the Provost.

“The Office of GUP will review the name change proposal and forward the request to the University Curriculum and Research Committee (C&R).”

“C&R will review the name change proposal and forward a recommendation, via the AVP of GUP, to the Provost.”

We are considering rewriting the Legislative History. We limit the language to

“Department or School Name Change”

“Rationale: There is no current policy guiding name changes for departments or schools.”

“Legislative History: When a name change is due to a merger, dividing, or transferring academic units, use this policy in conjunction with S13-9.”

Omit all references to the “department or school requesting name changes” so that it is open for all those who request a name change for the department or school.

6. RSCA policy

Discussing student/faculty obligations to each other. Altered the language.

Omitted section I.D. Oversight

Section I.E. Recognition

Keep this section, as I.D.

Look at the eligibility section. Shelley has some recommendations.

Curriculum & Research
Meeting Minutes

Monday, March 5, 2018
CCB 222
2pm-4pm

Present: Thalia Anagnos, Damian Bacich, Peter Buzanski, Shelley Cargill, Richard Chung, Djalaica De Guzman, Scott Heil, Scott Jensen, Toby Matoush, Simon Rodan, Wynn Schultz-Krohn, Pamela Stacks, Lynne Trulio

Absent:

Guests: Nicole Mendoza (GUP Staff),

Start: 2:05pm

1. Approval of Meeting Minutes from 2/19/18
 - a. Adjust sentence on pilot programs to reflect that when they are pilot programs they do not go through as much review.

****ACTION:** Approve Meeting Minutes for February 19, 2018- 8-Yes, 0-No, 0-Abstain

2. Review of Referral S18-8 regarding S75-5/S71-8
 - a. This referral is around graduation rates, declaring their major and when an undeclared needs to declare.
 - b. Transfer students can not come in undeclared due to impaction.
 - c. S75-5 only holds to native upper division students.
 - d. Look at declaring major at 60 units.
 - e. Will discuss with advising center
3. Review of Referral S18-11 regarding S80-9
 - a. Was very prescriptive of how a course is to be proposed
 - b. We could rescind policy since the department and college make these decisions now a days.
 - c. Lynne and Richard will help draft a rescind to circulate tomorrow. The vote will happen online by Wednesday.
4. Review of S18-12 regarding F83-10
 - a. This is regarding EO 1110 discontinuation of English Placement Test (EPT) and Entry Level Math (ELM) as a requirement of entry level courses.
 - b. F83-10 discusses ELM being required during first semester of enrollment
 - c. This policy is out of date due to EO 1110 should be rescinded

****ACTION:** Approve sending S18-12 forward to rescind F83-10: 13-Yes, 0-No, 0-Abstain

5. Review of S18-7 regarding S14-10
 - a. It appears the referral may be regarding doctorate oversight as opposed to those who are using MPP's for Thesis review.

- b. An MPP could be a T/TT faculty member with retreat rights, so should they be allowed to be a review committee member?
- c. Add doctoral degrees to the whereas to ensure we cover all upcoming doctoral programs.
- d. Change in title to include dissertation.
- e. The referral is about addressing the fact that doctoral committee composition is not clarified in the policy, even though there is a section that states this also includes doctoral programs.
- f. Pam and Wynn will continue to work on this referral

6. Department or School Name Change Policy

- a. Clarified language as to what GUP will do to determine if the change request meets the process outlined in policy.

****ACTION:** Approve moving Name Change Policy for second read: 12-Yes, 0-No, 0-Abstain

7. RSCA Policy

- a. Transition the PI language so that it feels inclusive.
- b. List the various other PI options as “individual groups like”

****ACTION:** Approve moving RSCA Policy forward: 12-Yes, 0-No, 0-Abstain

Adjourned 4:00pm

Upcoming Meetings

Spring: March 19, April 2, April 16, April 23, May 7;

Curriculum & Research

Meeting Minutes

Monday, March 19, 2018

CCB 222

2pm-4pm

Present: Thalia Anagnos, Damian Bacich, Peter Buzanski, Shelley Cargill, Richard Chung, Djalaica De Guzman, Scott Heil, Scott Jensen, Toby Matoush, Simon Rodan, Wynn Schultz-Krohn, Pamela Stacks, Lynne Trulio

Absent:

Guests: Nicole Mendoza (GUP Staff), Guna Sulvedary (BCME, Chair), Melanie McNeil (BCME, Co-chair)

Start: 2:05pm

1. Approval of Meeting Minutes from 3/5/18

****ACTION:** Approve Meeting Minutes for March 5, 2018- 10-Yes, 0-No, 0-Abstain

2. Biomedical, Chemical and Materials Engineering

- a. Restructuring department, separating Biomedical from Chemical and Materials Engineering
- b. Very well laid out proposal with data, and reasoning why they are making the move.
- c. Chemical Engineering is in process of hiring a new tenure line, Biomedical and Materials will be requesting new lines.

****ACTION:** Approve Splitting of the Biomedical, Chemical and Materials Engineering Department: 12-Yes, 0-No, 0-Abstain

3. Marine Biology Elevation

- a. In order to align this degree with EO 1071 would remove coursework that is important to the marine biology field.
- b. For students their degree changes significantly as it becomes a full degree as opposed to a concentration.
- c. For faculty no difference, they already advised into this concentration, so they will continue to advise as in the past and teach as normal.
- d. This degree will keep BIOL 55 on their roadmap for Fall 18.
- e. Right now in order to fulfill the degree requirements they go to Moss Landing Marine Labs in order to get more Marine Science coursework. They are working towards providing more coursework on campus so that students can commit to the program.

****ACTION:** Approve Marine Biology Elevation: 13-Yes, 0-No, 0-Abstain

4. Review of the Curriculum and Research Definition
 - a. O&G is proposing they be the light overseer of C&R
 - b. The role of this committee is far from just a cursory advisory board.
 - c. We aren't the end all to be all.
 - d. Verbiage would change from "Responsible for" to "Consider all matters for"
 - e. We have not been reviewing the Academic Master Plan submissions by GUP to the Chancellor's Office.

****ACTION:** Approve keeping charge the same: 13-Yes, 0-No, 0-Abstain

5. Policy Updates
 - a. RSCA and Name change policies were approved by senate and now awaiting president's sign off.
 - b. Rescinding policies will be on the next senate agenda
6. S18-17 referral for S14-10 regarding Thesis guidelines and committee make up
 - a. Last meeting we stopped in our discussions around S18-17, which was updating the Thesis policy.
 - b. Should thesis Plan A reference dissertation committee guidelines as well?
 - c. Can MPP's be dissertation/thesis committee chairs? Should they consult with the department to obtain approval first?
 - d. Could department chairs feel like they have to take an MPP due to their [MPPs] role.
7. 4+1 Blended Program Policy
 - a. Requires 120 units at undergrad and minimum of 30 at masters level.
 - b. Suggest bringing in staff from Enrollment services in order to ensure we flush out all of the admission and fee issues that might arise.
 - c. Thalia, Scott H., Damian, and Wynn will form sub-committee to review and identify other hidden issues.
 - d. Should admission GPA be in place to ensure students are successful in these types of programs.
 - e. Explore and understand how GPA will work in all of this (2.5 vs 3.0). When will a GPA limit be held.
 - f. Entitlement over courses work and level by students who start to take masters level coursework and feeling entitled to degree.
 - g. Having higher GPA could qualify students as having the capacity to be successful in a blended program.
 - h. We need to design the policy to allow departments and students to be successful in developing programs such as this.
8. Referrals
 - a. Please select two additional referrals to work on moving forward

Adjourned 4:00pm

Upcoming Meetings

Spring: April 2, April 16, April 23, May 7;

Curriculum & Research

Date: April 2, 2018

Present: Thalia Anagnos, Damian Bacich, Peter Buzanski, Shelley Cargill, Richard Chung, Djalaica De Guzman, Scott Heil, Scott Jensen, Toby Matoush, Simon Rodan, Wynn Schultz-Krohn, Pamela Stacks, Lynne Trulio

Absent: Nicole Mendoza,

Guests: Minutes approved unanimously 11-0-0

2. Dept Name change from Marketing and Decision Sciences Dept. to Marketing and Business Analytics Dept.

1. Question:

1. Has it been vetted with other departments across the campus?

Vote to provisionally approve pending associate deans' verification by April 13, 2018

- Approved: 13-0-0

3. Online MS in Informatics

1. The following departments should be consulted:

1. Biology
2. Computer Engineering
3. Computer Science
4. Industrial and Systems Engineering
5. Marketing and Decision Science
6. M.S. in Data Analytics (CIES)

Action item: Thalia will approval or disapproval from the above department chairs by April 13. No answer by deadline will be considered support.

4. Elevate concentration in Design Studies to BA Design Studies

1. Roadmap needs to be revised according to GUP
2. Vote tabled pending revisions from Design Department

5. Curriculum Policy: 4+1 BS/MS Blended degrees

1. Chairs/Directors/Deans & Associate Deans are in favor
2. C & R will propose amendments to S89-2 to support 4+1 options, rather than create a new policy on blended programs. Amendments should also reference CSU EO 971.

- 1.

- 2.

7. Referrals to be addressed by C & R

1. See updated table

8. Amendments to S14-10

Vote to approve amendments

1. Approved: 12-0-1

9. Rescind S09-5

Vote to approve rescinding of S09-5

1. Approved: 13-0-0

Curriculum & Research
Meeting Minutes

Monday, April 16, 2018
CCB 222
2pm-4pm

Present: Thalia Anagnos, Damian Bacich, Peter Buzanski, Shelley Cargill, Richard Chung, Scott Heil, Toby Matoush, Simon Rodan, Wynn Schultz-Krohn, Pamela Stacks, Lynne Trulio

Absent: Djalaica De Guzman, Scott Jensen

Guests: Nicole Mendoza (GUP Staff), Noelle Brada-Williams (Interim Chair, English)

Start: 2:05pm

1. Approval of Meeting Minutes from 4/2/18

****ACTION:** Approve Meeting Minutes for April 2, 2018- 9-Yes, 0-No, 0-Abstain

2. Fee Waiver Policy F01-3

- a. Graduate students are able to take 1-6 units.
- b. Staff Fee Waivers currently state that the waiver covers 6 units or two courses whatever is greater.
- c. Policy should be updated to represent what works for all programs, so using “up to 6 units or two courses whichever is greater”, would be a better statement to cover all program unit requirements.
- d. Fee waiver options/availability are varied depending on union representation
- e. The issue is mostly revolved around Teaching Assistants and what they are able to take via the Fee waiver program.
- f. The theory was the more the teach, the more they were waived fees on. This is not actually the case as it is more cost to the university.
- g. Get clarification on what part time temporary means, getting a definition from HR might help determine what break down is for units and fees.
- h. Programs should consider how their Teaching Assistants participate and consider the impact to TA's when discussing unit changes to program.
- i. The issue is the department referring the policy for change, isn't willing to have TA's teach 2 courses in order to meet the requirement to get fee waiver. An adjustment to how they deal with their TAs can solve the issue, as there does not seem to be anything wrong with university policy.
- j. Let's do our due diligence to ensure the committee's understanding does align with the chancellor's office, and then determine how C&R will move forward.

3. Name Change Policy

- a. Was not signed by President because she had concerns over GUP being in the policy she felt the language should be generalized to “Provost's office or designate”
- b. Remove that GUP provides the guidelines, strike number 4 as it seems duplicate

****ACTION:** Approve adjustment to name change policy- 11-Yes, 0-No, 0-Abstain

4. Mexican American Studies Name Change
 - a. Looking to change to Chicano/Chicana Studies
 - b. No changes to degree names
 - c. No subject prefix changes currently
 - d. No College Curriculum Committee Review/Recommendation which is needed
 - e. May 7 we will revisit
5. PE Waivers for the SB 1440 Degrees
 - a. SB 1440 ADT degrees need waiver because the upper division requirements are required.
 - b. Will request roadmaps from Articulation office so the committee can see the course work required.
 - c. Will review at the next meeting
6. PE Waiver for the Math Prep for Teaching Integrated Program
 - a. It does not look like there is a need for the PE Waiver
 - b. GUP will rework curriculum to ensure it truly reflects need for PE Waiver, and bring back for May 7th meeting
7. S18-1 referral for S66-12 Transfer Credit Policy
 - a. References SB1444, EO 167, EO 191, EO 1036 and Title V education code 40407
 - b. Maximum of 24 semester units of extension units can be transferred.
 - c. If it is outlined in Title V then we can no accept more than what is outlined in the state policy.
 - d. There is no reference to the 24 units in the current transfer credit policy because it references the Title V Education code that can not be changed.
 - e. Current policy does reflect what is needed and required for maximum unit coverage. No need to adjust current policy, as it will be retained as is.
8. S75-5 referral for S18-8
 - a. This is regarding undergraduate undeclared majors
 - b. There was some new verbiage provided, but advising office had some directives they would like added to give them the approval to work with undeclared students. Which is not appropriate.
 - c. Suggest moving forward with the original language suggested by members Cargill and Matoush.
 - d. Replaces S71-8.
 - e. An Amendment to align with practices is what will move forward.

Adjourned 4:00pm

Upcoming Meetings

Spring: April 23, May 7;

Curriculum & Research
Meeting Minutes

Monday, April 23, 2018
CCB 222
2pm-4pm

Present: Thalia Anagnos, Damian Bacich, Peter Buzanski, Shelley Cargill, Richard Chung, Djalaica De Guzman, Scott Heil, Scott Jensen, Toby Matoush, Simon Rodan, Wynn Schultz-Krohn, Pamela Stacks, Lynne Trulio

Absent:

Guests: Nicole Mendoza (GUP Staff),

Start: 2:05pm

1. Approval of Meeting Minutes from 4/16/18

****ACTION:** Approve Meeting Minutes for April 16, 2018- 7-Yes, 0-No, 2-Abstain

2. Name Change

- a. Item 3 needs a comment where the guidelines will be housed.
- b. Adding language guidelines will be maintained by Office of Provost or Designee.
- c. Will be a second read since the first version that was passed was not official signed

****ACTION:** Approve moving Name Change Policy as a second read to Senate - 13-Yes, 0-No, 0-Abstain

3. Fee Waivers for Teaching Assistants

- a. Deputy Provost doesn't think we need CSU Counsel to respond. He stated that a lecturer must be at least .4 (6 years of committed service to department) and a staff needs to have a .5 (permanent ((one full year) full time or part-time)
 - i. More than what we are requiring of TAs
- b. Additional units could qualify them, but the referring department is unwilling to look at.
- c. We have reviewed and feel policy should stay as it stands

****ACTION:** Approve keeping F01-3 as it stands- 11-Yes, 2-No, 0-Abstain

4. S67-31 Credit awarding for faculty appointments

- a. Referral states that policy stipulates how a probationary period is set during faculty appointments.
- b. Policy actually refers to students taking courses outside of their program.
- c. Policy appears to be obsolete, should we rescind?

****ACTION:** Approve policy being rescinded- 11-Yes, 0-No, 2-Abstain

5. 18-8 cleaning up Declared/Undeclared Policy

- a. There are no whereas' contained in the policy

- b. Rationale for the 89 allows for the threshold to be met and not requiring more signatures. But 90 units is common across the university.
 - c. Native students who are disqualified can fall under this policy.
 - d. Should we change a policy because practice has changed, or has the environment changed in order for us to adjust policy.
 - e. Table until our next meeting
6. 4+1 Blended program policy
- a. A lot of the content of the policy duplicates what is outlined in the Chancellor's office coded memo (AA-2012-01)
 - b. It is a means to fast-track students who are academically prepared for the challenge of collegiate work.
 - c. Allows for a student to stay continuously matriculated in the University (no additional application to get into Masters).
 - d. Would like to get a policy out for first read so the campus knows what direction this is going in as they prepare programs in the next academic year regarding these types of programs.
 - e. Title V has limitations as to how many units you can transfer into graduate work, but that does not include students who are in 4+1 programs.
 - f. Amend S89-2 to add a resolve to incorporate or adjust language that includes the 4+1 rules as opposed to developing a brand new policy.
 - g. Adjust policy to change 6 units to 9 units of graduate work, as well as how it is applied.
 - h. Also adjust resolve around 14 units needed to complete baccalaureate degree will change to 30 units of graduation.
 - i. GPA should adjust to "2.5 or department grade minimum"
 - j. Strike number 1 and 4
 - k. Adjust S89-2 to amend it instead of creating new policy.
 - l. Tweaks will be adjusted and sent out for review by wednesday.
7. MS Informatics
- a. The additional review by departments who may have issue with proposal, were supported no concerns were expressed.

****ACTION:** Approve Ms Informatics moving on to Provost- 13-Yes, 0-No, 0-Abstain

8. Elevation on Design Studies
- a. Information requested has not been returned.
 - b. Updated Roadmaps to reflect proposed course requirements
9. Minor in Environmental Equity and Activism
- a. C&R approved this minor earlier in the semester, however the Provost wanted to add a few more courses to it as well as requested a change in the name to Environmental Justice (even though Justice Studies Department was not supportive).

- b. Courses suggested to add by Justice Studies did not incorporate the ideas that ENVIS was looking to take this minor.
- c. Justice Studies has a different understanding of how Environmental Justice is defined, the global perspective aligns with where ENVIS wants to go with the minor.
- d. Department is happy with the requested changes by the Provost.
- e. Send memo outlining a consultation was held with concerned parties over the implications of the minor moving forward

****ACTION:** Approve moving recommendations forward as requested by Provost - 12-Yes, 0-No, 1-Abstain

10. PE Waivers

- a. The programs requesting PE waivers through the SB1440-ADT degrees typically do not have university electives

****ACTION:** Approve SB1440/ADT roadmaps to receive PE Waivers- 13-Yes, 0-No, 0-Abstain

Adjourned 4:00pm

Upcoming Meetings

Spring: May 7

Curriculum & Research

Meeting Minutes

Monday, May 7, 2018

CCB 222

2pm-4pm

Present: Thalia Anagnos, Damian Bacich, Shelley Cargill, Richard Chung, Djalaica De Guzman, Scott Heil, Scott Jensen, Toby Matoush, Simon Rodan, Wynn Schultz-Krohn, Pamela Stacks, Lynne Trulio

Absent: Peter Buzanski,

Guests: Nicole Mendoza (GUP Staff),

Start: 2:05pm

1. Approval of Meeting Minutes from 4/23/18

****ACTION:** Approve Meeting Minutes for April 23, 2018- 12-Yes, 0-No, 0-Abstain

2. Updates

- a. Name Change- Went through senate with our new adjustment, now awaiting President sign off

3. Amendment to 89-2: Blended 4+1 programs

- a. Does not seem to be clear to senate what this policy outlines

- b. We should outline the various scenarios

- c. There is concern this allows for a back door entry into program

- d. There are clearly limits on how the student (undergrad) uses a graduate course (i.e. can't double dip).

- e. The department can make the distinction about what grade minimum is acceptable.

- f. Should the graduate program be the determining program when decisions need to be made about accepting or substituting courses?

- g. We should outline where in the coded memo or Title 5 policy that determines why policy must follow certain restrictions.

- h. Outline how this would work if this was an undergraduate to a doctorate degree.

****ACTION:** Approve moving forward for a second read- 12-Yes, 0-No, 0-Abstain

4. Referrals

- a. S67-31: Referred and deferred for next year

- b. S18-17 (S14-10): Review concerns from senate and address next year (vote 12-0-0)

- c. S18-8: Undeclared undergraduates policy seems to be working just fine and doesn't need adjustment. Move to retain as is. (vote: 11-0-1)

5. Mexican American Studies Name Change

- a. Question about this request was whether or not this went through the college curriculum committee
- b. According to the website (since no policy exists) does not require college curriculum committee review.

****ACTION:** Approve MAS Name Change to Chicano/a Studies- 12-Yes, 0-No, 0-Abstain

6. Math Prep for Teaching PE Waiver Request

- a. Depending on what route student takes in their prep for major determines whether or not they will be over 120 units.
- b. When options are available that states that the department is not tied to a certain course, so is the PE waiver required.
- c. Math 30, 30P etc are the same course and therefore most students will take Math 30. Allotting for PE to be taken.

****ACTION:** Deny request for PE Waiver - 11-Yes, 0-No, 1-Abstain

7. Design Studies Elevation

- a. Roadmaps were an issue during original review
- b. Issues with assessment plan, and has been improved.
- c. Assessment Plan will continue to be worked on with GUP, and does not need to come back to C&R.

****ACTION:** Approve Design Studies Elevation- 12-Yes, 0-No, 0-Abstain

Adjourned 3:30pm