

2019-2020 Year-End Committee Report Form

Committee: Curriculum and Research

Chair:
Brandon White

Chair-Elect for 2020-2021:
Brandon White, 4-4839, -0100,
Brandon.White@sjsu.edu

Number of Meeting held: 18

Items of Business Completed 2018/2019

1. Curriculum Items Completed

- a. Approved Humanities Honors Designation on transcripts and diplomas on March 9, 2020.
- b. Approved two new concentrations in BS Public Health (Population Data Science and Community Health Education) on February 3, 2020.
- c. Approved the discontinuation of Health Services Administration in Public Health on February 3, 2020.
- d. Approved the Art History and Visual Culture Degree Elevation on December 9, 2019.
- e. Approved MS in Clinical Mental Health Counseling Degree Elevation on April 27, 2020.
- f. Approved MA Counseling and Guidance Degree Elevation on November 4, 2019.
- g. Approved MA Emancipatory Leadership for Schools Degree Elevation on March 9, 2020.
- h. Approved Department Name Change, Public Health and Recreation, on October 14, 2019.
- i. Approved new concentration in Digital Evidence in the BS Forensic Degree on December 9, 2019.
- j. Approved Minor in Aerospace Engineering on March 9, 2020.
- k. Approved Minor in Comparative U.S. Race and Ethnic Relations on February 17, 2020.
- l. Approved Minor in Minor in Digital Media in Mass Communication on March 9, 2020.
- m. Approved Minor in Interaction Design on April 6, 2020.
- n. Approved Minors in Ceramic Art, Digital Media Art, Pictorial Art, and Sculpture on April 6, 2020.
- o. Approved new degree program of MS Artificial Intelligence on December 9, 2019.
- p. Approved new degree program of MS Data Science on December 9, 2019.
- q. Approved stateside degree program MS Data Analytics on February 24, 2020.
- r. Approved new degree program of MS Social Work Advanced Standing on December 9, 2020.
- s. Approved discontinuation of Concentration in Economics and Actuarial Science in the BS, Applied Mathematics degree on May 4, 2020.
- t. Approved degree evaluation of MA Teaching and MA Special Education on May 4, 2020.

2. Policies and Referrals Completed

- a. University Policy F19-1, Combined Bachelor's and Master's Programs, was approved by Senate and President
- b. Amendment A to University Policy F18-5 was approved by Senate and President.
- c. University Policy S20-3, Graduate Credit for Undergraduate Students, was approved by Senate and President.
- d. Reviewed University Policy S89-10 and referred to Instructional and Student Affairs.

Unfinished Business Items from 2019/20
<ol style="list-style-type: none">1. Review University Policy S93-14, Curricular Priorities. Develop a comprehensive curriculum policy for the university.2. Complete updating University Policy S08-3, Incorporating Accessibility into the Curriculum Review Process.3. Review and Update S14-5, GE Policy and Guidelines, Process was started and new PLOs were adopted4. Review and update S09-4, First Year Experience Policy for Student Success.5. Continue to work with senate chair and provost on updating S16-14, University Policy, Internships, Service Learning, and Off-Campus Learning Experiences.6. Continue discussions of Ethnic Studies Curriculum depending on outcome of AB1460.
New Business Items for 2019/2020
No new business as of last meeting.

Curriculum and Research Committee

Agenda

Meeting 1: August 26, 2018

ADM 144

2:00-4:00 PM

1. Call to order and introductions of members and guests.
 - a. What do we do?
 - b. How do we do it?
 - c. Meeting dates this semester. Should we meet Monday, November 25th (Thanksgiving week)?
2. Informational: List of current referrals for this year. Please see handout from email
 - a. Prioritize the referrals.
3. Informational: Curriculum coming for review this year. (Thalia and Sarah)
4. Discussion of 4+1 Degree Model (from email)
 - a. President is referring this back to us based upon feedback from new provost.
 - b. The provost would like to see changes in policies such that we do not include redundant language in our policies.
 - c. See updated policy that has redundant language removed from email.
 - d. One new item for discussion is section V.
 - e. Goal is to clean this up and bring to senate for final vote for September 16th meeting.
5. Discussion of SJSU GE Guidelines and Policy
 - a. Please review SJSU GE Taskforce Recommendations (from email)
 - b. Note: Legislature will be voting to require Ethnic Studies as a requirement to graduate from CSU.
 - c. How to proceed?
6. Any other items that should be brought to our attention this year?
7. Announcements and Reminders
 - a. Scheduled meeting dates for fall semester
 - i. C&R Meetings: 09/09, 09/23, 10/14, 10/21, 11/04, 11/25, 12/02
 - ii. Senate Meetings: 09/16, 10/07, 10/28, 11/18, 12/16
8. Adjourn

Curriculum and Research Committee

Agenda

Meeting 2: September 9, 2019

ADM 144

2:00-4:00 PM

1. Call to order
 - a. Approval of minutes from meeting 1.
 - b. Announcements
 - i. Ethnic Studies has been delayed
2. Discussion of 4+1 Degree Model (from email)
 - a. Review clean copy for any mistake or errors.
 - b. Need new vote to bring to senate for final reading. Will be a new policy.
3. Discussion of Conflict between [F18-5](#) and [S73-23](#)
 - a. F18-5 says 30% of Master's Degree courses can be CR/NC while S73-23 says 40%.
 - b. There is no CO memorandum or EO that dictates this and confirmed that we can decide on our campus.
 - c. We need to decide and move forward to fix this.
4. Discussion of Referral S19-6, [Undergraduate Academic Advising Policy, S89-10](#)
 - a. Policy was created by "instruction and research committee" which now has been split into C&R and IS&A.
 - b. Should this only be an IS&A referral?
5. Discuss O&G Policy on BOGS (from email)
 - a. Open Forum on Friday, September 20, MLK225 2-3:30pm
 - b. Shall we provide feedback to O&G as a committee?
6. If Time, Discuss University Policy S89-2, Graduate Credit for Undergraduate Students.
 - a. See email with highlighted sections for discussion
7. Announcements and Reminders
 - a. Scheduled meeting dates for fall semester
 - i. C&R Meetings: 09/23, 10/14, 10/21, 11/04, 11/25, 12/02
 - ii. Senate Meetings: 09/16, 10/07, 10/28, 11/18, 12/16
8. Adjourn

Curriculum and Research Committee Agenda

Meeting 3: September 23, 2019
ADM 144
2:00-4:00 PM

1. Call to order
 - a. Approval of [minutes](#) from meeting 2.
 - b. Announcements
 - i. Senate passed 4+1 Degree Model. On to the President.
 - ii. No meeting on September 30th.
2. Resolve Conflict between [F18-5](#) and [S73-23](#)
 - a. F18-5 says 30% of Master's Degree courses can be CR/NC while S73-23 says 40%.
 - b. There is no CO memorandum or EO that dictates this and confirmed that we can decide on our campus.
 - c. We need to decide and move forward to fix this.
3. Discuss [University Policy S89-2](#), Graduate Credit for Undergraduate Students.
 - a. See email with document containing highlighted sections for discussion
 - b. Do we need this policy at all since it is specified by EO?
4. Discuss Referral F18-5 for [University Policy S08-3](#)
 - a. Feedback from Program Planning
 - i. This change seems doable but we would have to change the PPC template
 - ii. We would need language in the PP guidelines to the programs on why and how to assess the accessibility
 - iii. Having clear priorities and steps in the assessment of accessibility would be useful, ie. syllabi could be step 1, handouts step 2, etc. That way what has been accomplished could be tracked
 - iv. This will not protect the University from lawsuits. Programs will probably only consider this checking another box without clear guidelines
 - v. Who is developing the assessment of accessibility procedure?
 - b. Moving forward?
5. Announcements and Reminders
 - a. Scheduled meeting dates for fall semester
 - i. C&R Meetings: 10/14, 10/21, 11/04, 11/25, 12/02
 - ii. Senate Meetings: 10/07, 10/28, 11/18, 12/16
6. Adjourn

Curriculum and Research Committee Agenda

Meeting 4: October 14, 2019

ADM 144

2:00-4:00 PM

1. Call to order
 - a. Approval of [minutes](#) from meeting 3.
 - b. Announcements (20 minutes)
 - i. Where are with Accessibility?
 - ii. Information on GE Review and how we are moving forward
2. Curriculum (60 minutes)
 - a. Health Science and Recreation (department name change). (10 minutes)
 - i. Review and discuss materials sent in email
 - ii. Motion to approve from chair
 - b. Cybersecurity Foundations (Grad program revision). (10 minutes)
 - i. Review and discuss materials sent in email
 - ii. Motion to approve from chair
 - c. Justice Studies BA, Legal Studies (new concentration). (45 minutes)
 - i. Review and discuss materials sent in email.
3. Policies (20 minutes)
 - a. Updating University Grading System Policy [F18-5](#)
 - i. We decided to make the change back to 40% for research credit. Will need to submit an amendment for F18-5.
 - ii. Problems with [University Policy S89-2](#), Graduate Credit for Undergraduate. Marc d'Alarcao to lead this discussion. We may not be able to rescind this policy and move to F18-5.
4. Announcements and Reminders
 - a. Scheduled meeting dates for fall semester
 - i. C&R Meetings: 10/21, 11/04, 11/25, 12/02
 - ii. Senate Meetings: 10/28, 11/18, 12/16
5. Adjourn

Curriculum and Research Committee Agenda

Meeting 5: October 21, 2019

ADM 144

2:00-4:00 PM

1. Discussion of Justice Studies BA, Legal Studies (New Concentration), 1 hour
 - a. Guests: Edith Kinney, and Claudio Vera Sanchez
 - b. When preparing this new concentration, did you review the University Policy on Concentrations? It is [S14-9](#). One concern that the group had is it does not appear that this concentration is really distinct from the other concentrations offered. The concentration would be much stronger if you could identify a set of classes that was specific to this concentration. For example, the description emphasized the Record Clearance project and those classes are listed under Area E but a student could theoretically not take any courses in this Area as it is listed.
 - c. Why not keep this as an interdisciplinary minor but have your students be required to take this minor?
 - d. The committee is concerned with some discrepancies in the proposal that includes the 4 year and 2 year road maps and the current side by side degree program listing. For example, in the side by side, there is no classes from Philosophy or Political Science but in the road maps those are listed as optional classes. It is noted that in Philosophy's support letter was a request that PHIL155 be a required course for this concentration. The committee would like to see this concentration as more interdisciplinary like the minor that is listed.
 - e. There are some minor differences noted in the original proposal versus the updates as this went through the process. We can discuss some of this in detail at the meeting.
2. Approval of [minutes](#) from meeting 4.
3. Announcements
 - i. Summary from meeting with Vice Provost on Accessibility
4. Policies
 - a. Updating University Grading System Policy [F18-5](#)
 - i. Amendment A sent in email.
 - ii. Shall we bring to Senate meeting for a final reading?
 - b. Updating [University Policy S89-2](#), Graduate Credit for Undergraduate.
 - i. See Amendment A. We need to polish this up some.
5. Reminders

- a. Scheduled meeting dates for fall semester
 - i. C&R Meetings: 11/04, 11/25, 12/02
 - ii. Senate Meetings: 10/28, 11/18, 12/16
- 6. Adjourn

Curriculum and Research Committee

Agenda

Meeting 6: November 4, 2019

ADM 144

2:00-4:00 PM

1. Approval of [minutes](#) from meeting 5.
2. Announcements (10 minutes)
 - i. Save the dates, GE Summit will be December 13th and January 24th.
 - ii. Please note, we will not have a meeting on November 25th. Our final meeting for the semester is December 2. This meeting may be devoted to only curriculum depending on where things are.
3. Curriculum (35 Minutes)
 - a. Degree Elevation, MA in Counseling and Guidance (a concentration under MA Education)
4. Policies (1 hour 15 minutes)
 - a. New Policy: Transfer Credit For Graduate Programs (30 minutes)
 - i. Feedback from COB, Marco Pagani, No problem with 30%, 10-15% of students are already transferring units.
 - ii. Shall we go with 30% or 9 units?
 - iii. Shall we bring to Senate meeting for a first reading?
 - b. Updating [University Policy S89-2](#), Graduate Credit for Undergraduate, Amendment A. (30 minutes)
 - i. See summary from Associate Deans on our proposed changes.
 - ii. Review changes, shall we send to senate for first or final reading?
 - c. Discussion of new Policy on Accessibility in the Curriculum. (15 minutes or as time permits)
 - i. Found on google drive, [accessed here](#). (must access with SJSU email)
 - ii. We would rescind old policy and replace with this. This is still in early stages, strike troughs are from old policy. See comments for points of discussion.
5. Reminders
 - a. Scheduled meeting dates for fall semester
 - i. C&R Meetings: 12/02
 - ii. Senate Meetings: 11/18, 12/16
6. Adjourn

Curriculum and Research Committee Agenda

Meeting 7: December 2, 2019

ADM 144

2:00-4:00 PM

1. Approval of [minutes](#) from meeting 6.
2. Announcements (10 minutes)
 - i. GE Summit will be December 13th and January 24th.
 - ii. Any volunteers to serve as note takers on December 13th?
 - iii. Amendment A to F18-5 passed the senate with amendment on the floor to make it even more flexible.
3. Curriculum
 - a. Masters of Social Work, Advanced Standing Concentration
 - b. Please see PDF from email and EXCEL Spreadsheet.
4. Policies
 - a. New Policy: Transfer Credit For Graduate Programs (30 minutes)
 - i. We have a policy on the books that was discovered, it is [S13-8](#)
 - ii. May need to rescind, Marc d'Alarco to lead the discussion.
 - b. Updating [University Policy S89-2](#), Graduate Credit for Undergraduate, Amendment A. (30 minutes)
 - i. Feedback from Registrar's office confirms that credit is listed on transcript. GAPE must verify if credit is not being used for the degree.
 - ii. See clean copy for us to review.
 - c. Discussion of new Policy on Accessibility in the Curriculum.
 - i. Found on google drive, [accessed here](#). (must access with SJSU email)
 - ii. **WE WILL ONLY FOCUS ON PAGE 1** of this policy for our discussion. Please read only that page and be prepared to discuss the first three resolved clauses with a focus on whether or not we should list out all course materials, syllabus, etc or simplify.
5. Reminders
 - a. Scheduled meeting dates for fall semester
 - i. C&R Meetings: 12/09 (This will most likely be all curriculum, BA Arty History and Visual Culture, Public Health Undergraduate Program Change, Journalism & Mass Communcation)
 - ii. Senate Meetings: 2/16
6. Adjourn



Curriculum and Research Committee Agenda

Meeting #8: December 9, 2019

ADM 144

2:00-4:00 PM

1. Call to Order
2. Approval of [Minutes](#) from Meeting #7
3. Curriculum
 - A. [MS Social Work Advanced Standing](#)
 - B. Art: [Art History and Visual Culture Degree Elevation](#)
 - C. [MS Data Science](#)
 - D. [Forensic Science Digital Evidence](#)
 - E. [MS Artificial Intelligence](#)
4. Reminders
 - A. SENATE RETREAT: January 31, 2019
 - B. C&R Meetings: 1/27, 2/3, 2/17, 2/24, 3/9, 3/16, 4/6, 4/13, 4/27, 5/4
 - C. Senate Meetings: 12/16, 2/10, 3/2, 3/23, 4/20, 5/11
5. Adjournment



Curriculum and Research Committee Agenda

Meeting #9: January 27, 2020

ADM 144

2:00-4:00 PM

1. Call to Order and Welcome Back!
2. Approval of [Minutes](#) from Meeting #8
3. Announcements (30 minutes)
 - A. Senate Retreat is January 31, 2020 with a focus on Faculty Success
 - B. Setting agenda for Spring Semester
 - i. GE Policy, GE Guidelines, and New Program learning outcomes. Plan for how to start this process. (Discussion of GE Summits Day 1 and 2)
 - ii. Development of a Curriculum Policy
 - iii. Developing a process to approve 4+1 Degree Programs (review [university policy](#))
 1. Bigger Discussion of Roll of C&R: Should we even discuss curriculum (or reduce what we review) or should GS&R/UGS take on more responsibility (similar model to PPC role)
4. Discussion of [Athletic Training Degree Program](#), was not recommended for approval by GS&R. Next steps. (45 minutes)
5. Discussion of Feedback provided by Senate for Graduate Credit for Undergraduate Students Policy (45 minutes)
6. Reminders
 - A. C&R Meetings: 2/3, 2/17, 2/24, 3/9, 3/16, 4/6, 4/13, 4/27, 5/4
 - B. Senate Meetings: 2/10, 3/2, 3/23, 4/20, 5/11
7. Adjournment



Curriculum and Research Committee Agenda

Meeting #10: February 3, 2020

ADM 167 (NOTE ROOM CHANGE THIS ONE TIME)

2:00-4:00 PM

1. Call to Order
2. Approval of [Minutes](#) from Meeting #9
3. Discussion of request from UGS Committee regarding the [Minors Policy, S16-4](#)
 - A. After reviewing policy, see [UGS questions here](#).
4. Discussion of [Public Health Program](#) (30 minutes)
 - A. Use the link above to access the folder with all the materials.
 - B. Guests: Marcell Taylor Dougan and Anji Buckner from Public Health (2:45pm)
5. Discussion of 'cleaned' policy [Graduate credit earned by SJSU Undergraduate students](#) (30 minutes)
 - A. Please read the cleaned copy closely as I took out track changes to make it easier to read.
 - B. Materials highlighted in yellow probably need the most work still.
 - C. Shall we bring this back to the senate as a first reading again (or move to 2nd reading)
6. Overview of GE-Proposed new Program Learning Objectives (30 minutes)
 - A. Please review handout ([GE Assessment Task Force Recommendations](#))
 - B. Powerpoint Presentation (still working on this, may send out over the weekend)
 - C. Next steps?
7. Reminders
 - A. C&R Meetings: 2/17, 2/24, 3/9, 3/16, 4/6, 4/13, 4/27, 5/4
 - B. Senate Meetings: 2/10, 3/2, 3/23, 4/20, 5/11
8. Adjournment



Curriculum and Research Committee Agenda

Meeting #11: February 17, 2020

ADM 144

2:00-4:00 PM

1. Call to Order
2. No minutes for Meeting 10 just yet, have not had time to finish them.
3. Announcements (10 minutes)
 - A. Senate passed AS1760 (Graduate Credit Earned by SJSU Undergraduate Students) with modification from the floor. Goes to President for signature.
 - B. Request to delay C&R meeting on March 9th and meet 3-5pm. This would be to allow those to attend the president's State of the University address.
4. Overview of GE-Proposed new Program Learning Objectives (45 minutes)
 - A. Please review handout ([GE Assessment Task Force Recommendations](#))
 - B. Powerpoint Presentation overview so we are all on the same page
 - C. Review new proposed PLOs
 - D. Next steps?
 - i. Review Area A and C at 2/24 meeting
 - ii. Review Area B and R at 3/9 meeting
 - iii. Review Area S and V at 3/16 meeting
 - iv. What to do with Area D and E?
 - v. Roll of writing in GE (word counts in upper division)
5. Review and vote on [Comparative U.S. Race and Ethnic Relations \(CRER\) Minor](#) (15 minutes)
6. Review and vote on [Digital Media in Communication Minor](#) (15 minutes)
7. Continue our discussion of [S08-3](#), Accessibility in Curriculum (30 minutes)
 - A. We completed Page one. Please review before meeting. Use the google doc above to provide comments/changes as we discuss.
 - B. Will start with Page 2.
8. Reminders
 - A. C&R Meetings: 2/24, 3/9, 3/16, 4/6, 4/13, 4/27, 5/4
 - B. Senate Meetings: 3/2, 3/23, 4/20, 5/11
9. Adjournment



Curriculum and Research Committee Agenda

Meeting #12: February 24, 2020

ADM 144

2:00-4:00 PM

1. Call to Order
2. Approve minutes from [Meeting 10](#) and [Meeting 11](#).
3. Continue our discussion of [S08-3](#), Accessibility in Curriculum (30 minutes)
 - A. We completed Page one. Please review before meeting. Use the google doc above to provide comments/changes as we discuss.
 - B. Will start with Page 2.
4. Discussion of [Humanities Honors Designation on Diplomas](#). (15 minutes)
 - A. C&R is required to review as per [University Policy S17-13](#)
5. Discussion of [Minor in Aerospace Engineering](#) (15 minutes)
6. Discussion of [MS Data Analytics, State Side](#)
 - A. **Time Certain, 3pm.** Guest Lee Chang
 - B. Relevant Executive Orders to Read
 - i. [Adding Self-support to previously offered state support program](#)
 - ii. [Converting self-support to state support program.](#)
7. Reminders
 - A. C&R Meetings: 3/9, 3/16, 4/6, 4/13, 4/27, 5/4
 - B. Senate Meetings: 3/2, 3/23, 4/20, 5/11
8. Adjournment



Curriculum and Research Committee Agenda

Meeting #13: March 9, 2020

ADM 144

3:00-5:00 PM (NOTE TIME CHANGE)

1. Call to Order
2. Approve minutes from [Meeting 10](#), [Meeting 11](#), and [Meeting 12](#).
3. Finish vote for Minor, Digital Media in Mass Communication (10 minutes or less)
 - A. See Email sent with program addressing C&R concerns
 - B. The following people need to vote: Thalia, Wynn, and Pam
 - C. Current Vote Count: 7-Yes (Brandon, Marc, Kelly, Anand, Susanna, Tabitha, and Paul), 2-Abstain (Anoop, Raquel)
4. Discussion of [Humanities Honors Designation on Diplomas](#). (15 minutes)
 - A. C&R is required to review as per [University Policy S17-13](#)
 - B. Thalia contacted Registrar and this is 'doable' after we approve.
5. Discussion of Minor in Aerospace Engineering (15 minutes)
 - A. [Materials found here.](#)
6. Discussion of Degree Elevation, MA Emancipatory School Leadership (MESL) 30 minutes
 - A. [Materials found here.](#)
7. Continue our discussion of [S08-3](#), Accessibility in Curriculum (45 minutes)
 - A. Please review before meeting. Use the google doc link to provide comments/changes as we discuss.
 - B. Will start at the place indicated on the document (halfway down page one).
8. Reminders
 - A. C&R Meetings: 3/16, 4/6, 4/13, 4/27, 5/4
 - B. Senate Meetings: 3/23, 4/20, 5/11
9. Adjournment



Curriculum and Research Committee Agenda

Meeting #14: March 16, 2020

ADM 167

2:00-4:00 PM

1. Call to Order
2. Approve minutes from [Meeting 13](#).
3. Announcements
4. Discussion of GE Program - Proposed New program Learning Outcomes
 - A. Folder that contains everything is found [here](#).
 - B. First review "[Current GE Program at SJSU](#)" Two files in this folder to read.
 - C. Please read [letter from K. McConnell](#).
 - D. We will discuss the [proposed new three goal areas and 9 Program Learning Outcomes](#)
 - E. Feed from Goals and Proposed Program Learning Outcomes Found [here](#).

Organization of the Discussion: The feedback we have is organized by GE Summit Day. Sorry that it is not better organized. I would recommend reading the proposed three Goal areas and 9 Program Learning Outcomes first then the feedback that we have collected second. We will devote the entire 2 hours to this discussion. As we go through the new PLOs, if you think changes should be made, please have your suggested change(s) ready to be reviewed and discussed by the committee.

Notes about the 9 PLOs: you will see several PLOs that have strike through on them. These are the 'old' PLOs when we had 12 PLOs that were downsized to 9 (per Kathleen McConnells letter). This is important because as you read through the feedback from the GE summit, it references the original 12 PLOs. however, everyone agreed that 12 PLOs was too many and why we moved to the current 9.

Outcome from our discussion: Try to get through all of the PLOs so that at the 4/6 meeting we can begin a discussion of Mapping GE areas to PLOs.

5. Reminders
 - A. C&R Meetings: 4/6, 4/13, 4/27, 5/4
 - B. Senate Meetings: 3/23, 4/20, 5/11
6. Adjournment



Curriculum and Research Committee Agenda

Meeting #15: April 6, 2020
[Via Zoom](#) (Password: 019479)
2:00-4:00 PM

1. Call to Order
2. Approve minutes from [Meeting 14](#).
3. Announcements
4. Curriculum
 - A. [BS, Justice Studies, Concentration in Legal Studies \(revised proposal\)](#)
 - i. [Revised Roadmaps and Major Forms](#)
 - ii. [Side by Side Comparison](#)
 - B. [Interaction Design Minor](#) (Department of Design)
 - i. Roadmaps for [BS Interaction Design](#), [BA Design Studies](#), [BFA Graphic Design](#)
 - C. [Ceramic Art Minor](#) (Department of Art)
 - D. [Digital Media Art Minor](#) (Department of Art)
 - E. [Pictorial Art Minor](#) (Department of Art)
 - F. [Sculpture Minor](#) (Department of Art)
5. Discussion of GE Program - Proposed New program Learning Outcomes
 - A. GE Folder Found [here](#)
 - B. Review [College of Business Feedback on PLOs](#).
 - C. Continue our [Discussion of the PLOs](#).
 - D. Begin Discussion of [Mapping PLOs to GE Areas](#).
6. Reminders
 - A. C&R Meetings: 4/13, 4/27, 5/4
 - B. Senate Meetings: 4/20, 5/11
7. Adjournment



Curriculum and Research Committee Agenda

Meeting #16: April 6, 2020

2:00-4:00 PM

1. Call to Order
2. Approve minutes from [Meeting 15](#).
3. Announcements

4. Emergency Item from Thalia , as shown below:

We are having an issue with the required 2.0 average in R, S, and V. With students taking one of these classes CR/NC, if they earn a C, and C- in one of the other two, their Average GPA in R, S, and V will be below a 2.0. NOTE: The credit does not count in the GAP calculation

When we discuss the GE Guidelines in the Sub Areas I would like to propose that we eliminate this GPA constraint. There is no evidence that it correlates with students meeting GE Learning Outcomes and it causes all kinds of problems

If we were going to have a minimum GPA at all, it would make more sense to have a C- or better in S, V and R than to have the overall GPA of 2.0. But that is for a future discussion with C&R.

We have been wondering if there is any way to have a temporary suspension of the 2.0 GPA in R, S, and V.

5. Continue discussion GE PLOs and mapping GE Areas, will break out into groups with assignments (assignments are hyperlinked). Everything is a google document so when you work in your groups, someone should make comments in the document for full discussion.

[Cleaned PLOs are found here.](#)

[Mapping of PLOs to GE Areas are found here.](#)

PLO GOAL 1 Group: Kelly, Susana, Paul, Marc, Anand ([Area B and R](#))

PLO GOAL 2 Group: Anoop, Tabitha, Raquel, Cara ([Area C and V](#))

PLO GOAL 3 Group: Pam, Brandon, Thalia, Wynn ([Area D and S](#))

Things to start thinking about and addressing:

- (1) What GE areas should map under the PLOs in your goal area.
- (2) review PLOs with final recommendations.
- (3) Begin reviewing the GE areas and the Learning Outcomes. Comments and updates are noted based upon the GE SUMmit or the individual meetings that have been held.

6. Reminders

A. C&R Meetings: 4/27, 5/4

B. Senate Meetings: 4/20, 5/11

7. Adjournment



Curriculum and Research Committee Agenda

Meeting #17: April 27, 2020

2:00-4:00 PM

Zoom Weblink for meeting:

<https://sjsu.zoom.us/j/94804071733?pwd=ZkpMQINLTjZoU0tjME5oMGRNQIFwUT09>

1. Call to Order
2. Approve minutes from [Meeting 16](#).
3. Announcements
 - A. We have one meeting left for this year. Would like to have the PLOs voted and hopefully approved at the last meeting to go into next year.
4. Curriculum
 - A. Degree Elevation, Elevate MS Psychology, Concentration Clinical Psychology to MS [Clinical Mental Health Counseling](#)
5. Continue discussion GE PLOs and mapping GE Areas, will break out into groups again as before to finish a lot of this. Everything is a google document so when you work in your groups, someone should make comments in the document for full discussion.

[Cleaned PLOs are found here.](#)

[Mapping of PLOs to GE Areas are found here.](#)

PLO GOAL 1 Group: Kelly, Susana, Paul, Marc, Anand ([Area B and R](#))

PLO GOAL 2 Group: Anoop, Tabitha, Raquel, Cara ([Area C and V](#))

PLO GOAL 3 Group: Pam, Brandon, Thalia, Wynn ([Area D and S](#))

Goals:

- (1) I have cleaned up the edited document so please review. I left a few things in for us to discuss.
 - (2) Please start offering GE areas to map to.
 - (3) Please start reviewing your GE Areas and begin making notes.
6. Reminders
 - A. C&R Meetings: 5/4
 - B. Senate Meetings: 4/20, 5/11
 7. Adjournment



Curriculum and Research Committee Agenda

Meeting #18: May 4, 2020

2:00-4:00 PM

Zoom Weblink for meeting:

<https://sjsu.zoom.us/j/97834622558?pwd=RzBqOHNxdDBQVGZrUnZuMXE0SDFKZz09>

1. Call to Order
2. Approve minutes from [Meeting 17](#)
3. Announcements
4. Curriculum
 - A. Degree Elevation, Elevate the Education, MA, concentration in Curriculum & Instruction to the [MA Teaching](#)
 - B. Degree Elevation, Elevate the Education, MA, concentration in Special Education to the [MA Special Education](#)
5. Continue discussion GE PLOs and mapping GE Areas
 - A. [FINAL PLOs found here](#). I would like us to vote on this and approve. I will be given about 5-10 minutes at the final senate meeting to update the senate on this.
 - B. Continue discussion of [Mapping PLOs to GE Areas](#).
6. Reminders
 - A. C&R Meetings: none
 - B. Senate Meetings: 5/11
7. Adjournment



Curriculum and Research Committee

Meeting #1 Minutes

August 26, 2018

ADM 144

2:00-4:00 PM

Present: Brandon White (Chair, Science), Thalia Anagnos (EXO, Undergraduate Education), Marc d'Alarcao (EXO, Graduate Studies), Raquel Coehlo (Humanities), Anoop Kaur (Student), Tabitha Hart (Social Sciences), Cara Maffini (Education), Kelly Masegian (General Unit), Winifred Schultz-Krohn (Health and Human Sciences), Pam Stacks (EXO, Research)

Absent: Susana Khavul (Business), Anand Ramasubramanian (Engineering)

Guests: Sarah Schraeder (Recording)

- 1. Call to order and introductions of members and guests.** Brandon White called the meeting to order at 2:03 p.m. Curriculum & Research usually separates meetings into two different sections: policies and curriculum. The committee primarily receives major program revisions and new programs, including degrees, elevations, concentrations. The committee will not meet on Monday, November 25, 2019.
- 2. Informational.** There are currently eight open referrals to the committee and the committee discussed the priority of the referrals.

Thalia Anagnos and Sarah Schraeder discussed the curriculum coming for review this academic year. Graduate Studies & Research is currently reviewing proposals for Athletic Training and a Social Work concentration. The Animation degree elevation is with Undergraduate Studies Committee, and Curriculum & Research will be reviewing a proposal to elevate the Art History concentration to a full degree program. Other proposals are also underway and updates will be provided as information becomes available.
- 3. Discussion of 4+1 Degree Model.** The University President referred this item back to the committee based upon feedback from Provost Del Casino. The Provost would like to see changes in policies such that redundant language in our policies is kept out. For example, if an Executive Order or a Coded Memorandum or statute already spells out the requirement, a campus policy is not necessary simply to restate the information. The goal is to clean up the policy and bring to Academic Senate for final vote for the September 16th meeting.
- 4. Discussion of SJSU GE Guidelines and Policy.** Members were asked to review SJSU GE Taskforce Recommendations. White made a note that the

Legislature ([AB 1460](#)) will be voting to require Ethnic Studies as a requirement to graduate from CSU. The committee discussed how to proceed with the recommendations. One action item from the taskforce recommendation was to come up with a more streamlined assessment of General Education. White will send a referral to Senate Executive Committee on how to handle recommendations from taskforce.

- 5. Any other items that should be brought to our attention this year?** White will research the grading policy for credit/no credit courses and if it is only 30% of the curriculum. Members discussed the low cost course materials program with the University Library. Members discussed [SS-S16-6, Sense of the Senate Resolution, Supporting Efforts to Reduce Costs for Textbooks by Encouraging the Use of High-Quality Open Educational Resource Course Material](#).
- 6. Announcements and Reminders**
 - a. Scheduled meeting dates for fall semester**
 - i. C&R Meetings:** 09/09, 09/23, 10/14, 10/21, 11/04, 12/02.
 - ii. Senate Meetings:** 09/16, 10/07, 10/28, 11/18, 12/16.
- 7. Adjourn.** The meeting adjourned at 3:55 p.m.



Curriculum and Research Committee

Meeting #2 Minutes

September 9, 2019

ADM 144

2:00-4:00 PM

Present: Brandon White (chair, Science), Thalia Anagnos (EXO - AVP Undergraduate Education, Winifred Schultz-Krohn (Health and Human Sciences), Pam Stacks (EXO - AVP Research), Marc d'Alarcao (EXO - Interim Dean Graduate Studies), Susana Khavul (Business), Cara Maffini, Anand Ramasubramanian (Engineering), Kelly Masegian (General Unit), Raquel Coelho (Humanities), Tabitha Hart (Social Sciences), Anoop Kaur (Student Senator)

Excused: None

Guest: Sarah Schraeder (Recording, Staff Support)

1. **Call to order.** Brandon White called the meeting to order at 2:03 p.m.
2. **Approval of Minutes from Meeting 1.** The minutes from Meeting 1, August 26, 2019 were approved as distributed with minor editorial updates.
3. **Announcements.** Ethnic Studies has been delayed in the California State Senate.
4. **Discussion of 4+1 Degree Model (from email)_delayed until end of meeting.** Review clean copy for any mistake or errors. Some editorial revisions were suggested. The following "whereas" was revised as follows: "This policy supplements university policy S89-2 on graduate credit for undergraduates." The current draft policy does not allow for double counting of undergraduate and graduate courses. The committee discussed a transcript transparency policy. The committee discussed the awarding of undergraduate and graduate credit as well as admissions requirements. The committee will vote to bring this to the Academic Senate as a final reading electronically after reviewing an updated policy.
5. **Discussion of Conflict between F18-5 and S73-23.** Marc d'Alarcao shared that F18-5 says 30% of Master's Degree courses can be CR/NC while S73-23 says 40%. There are two conflicting policies. There are no CO memorandum or EO related to these policies. Discussion will continue at the next scheduled meeting.
6. **Discussion of Referral S19-6, Undergraduate Academic Advising Policy, S89-10.** Policy was created by "instruction and research committee" which now has been split into C&R and IS&A. Should this only be an IS&A referral? The committee discussed if

this is a curricular issue. The charges of IS&A and and C&R do not discuss advising. Professional Standards might more appropriately suited to review a revised policy. This policy will be returned to Senate Executive Committee for discussion Brandon White motioned, Raquel seconded, and the committee unanimously approved that the policy does not reflect the academic and professional environment but recommended that the policy revision be sent to IS&A and Professional Standards.

References to deans keeping records, not sure if it happening. Also - it says student evaluations of advisors occur. Should there even be a policy when the Vice President for Student Affairs oversees all professional advising? White says the CBA requires us to advise. Since WASC visited, an external review of advising was completed. The external review was not a systematic review of advising. Two very different approaches of advising are not being reflected in the current policy.

- 7. Discuss O&G Policy on BOGS (from email).** The directive of O&G is to review the charge of BOGS. Recommendation to revise the review period to seven years instead of five years to match the program planning cycle. Unsure why members of BOGS need to be tenured faculty, which makes it very difficult to recruit members for the committee. Most General Education courses are not taught by tenured faculty and those are the faculty excluded from membership in committee. The proposal discussed GRPs and discussed if they are part of the course approval process. The committee discussed transmitting the GE program to Program Planning. The independent review is important. The new committee is proposed to report to C&R, and the committee discussed that final course proposals should go to a final decision to Undergraduate Studies Committee. In the past, the BOGS helped draft the guidelines for review and the recommendation is to then send it to C&R for final review. The committee discussed holding off on the recommendation of a revised committee because there are other General Education proposals still under discussion. For example, there was a proposal in the GE Taskforce recommendations for a Director of General Education and this might affect the structure of GE. There will be an open Forum on Friday, September 20, MLK 225 2:00-3:30 p.m.
- 8. If Time, Discuss University Policy S89-2, Graduate Credit for Undergraduate Students.** Deferred.
- 9. Announcements and Reminders.**
 - a. Scheduled meeting dates for fall semester
 - i. C&R Meetings: 09/23, 10/14, 10/21, 11/04, 11/25, 12/02
 - ii. Senate Meetings: 09/16, 10/07, 10/28, 11/18, 12/16
- 10. Adjourn.** The meeting adjourned at 4:00 p.m.



Curriculum and Research Committee

Meeting #3 Minutes

September 23, 2019

ADM 144

2:00-4:00 PM

Present: Brandon White (chair, Science), Winifred Schultz-Krohn (Health and Human Sciences), Pam Stacks (EXO - AVP Research), Marc d'Alarcao (EXO - Interim Dean Graduate Studies), Susana Khavul (Business), Cara Maffini (Education), Anand Ramasubramanian (Engineering), Kelly Masegian (General Unit), Raquel Coelho (Humanities), Tabitha Hart (Social Sciences), Anoop Kaur (Student Senator)

Excused: Thalia Anagnos (EXO - AVP Undergraduate Education)

Guest: Sarah Schraeder (Recording, Staff Support)

1. **Call to order.** Brandon White called the meeting to order at 2:02 p.m.

- a. **Approval of [Minutes](#) from Meeting 2.** The minutes from Meeting 2, September 9, 2019 were approved as distributed with minor editorial updates.
- b. **Announcements.** Senate passed 4+1 Degree Model and the policy is moving forward for approval by the President. Discussed potentially creating a FAQ flowchart to clarify the process. There will be no C&R meeting on September 30, 2019.
 - i. Forwarded referral on Senate Exec for GE. Rather than creating a task force Senate tossing around the idea of a two day retreat in November/December. Day #1 PLO/GLOs and Day #2 Assessment. Collect data for C&R to work on in spring. Day #2 of summit would be anyone interested and Day #1 specific to those teaching. Chris Tseng, director of assessment, is mapping the preliminary PLO/GLOs. The goal is to gather feedback to see if C&R can figure something out. Will need to get funding from Provost and Patrick Day's office. Package of materials that Provost has come up with and one of the goals is to look at general education and change it. Brandon will send it to C&R an email with information about this. Strictly information because unsure what the process is. A lot of what is in there is research. Tackling GE will be C&R's priority next semester.

2. **Resolve Conflict between [F18-5](#) and [S73-23](#).**

- a. F18-5 says 30% of Master's Degree courses can be CR/NC while S73-23 says 40%.
- b. There is no CO memorandum or EO that dictates this and confirmed that we can decide on our campus.
- c. We need to decide and move forward to fix this. C&R approved F18-5 without knowing that S73-23 exists. The committee discussed that this policy revision would fix a mistake and not change anything. This is simply a correction of a mistake and not a change percentage.
- d. The committee discussed the disadvantages of having a lower percentage of credit/no credit courses in a Master's Degree program because at least for ODT it becomes problematic.
- e. T. Hart motioned, R. Coehlo seconded, and the committee voted to unanimously rescind S73-23 and update F18-5 to say that "a graduate student may accumulate a maximum of 40% of the total units required to graduate as Credit/No Credit grades toward the master's or doctoral degree" in F18-5.

3. Discuss University Policy [S89-2](#), Graduate Credit for Undergraduate Students.

- a. The committee discussed how it was decided that students can only take 6 units of graduate credit as an undergraduate student to be applied towards a master's program.
- b. Marc d'Alarcao will find the Title 5 or EO policy to see if there are any issues with rescinding with S89-2.
- c. The committee discussed the aspects of S89-2 to determine if rescinding the policy would remove any necessary policy language. When a graduate course has a graded metric and the undergraduate student is requesting credit/no credit while graduate students are not allowed the option to choose between letter grade or credit/no credit. The committee discussed adding this specific sentence to the grading system policy and still rescinding this policy.
 - i. The committee discussed recommending to add under item #5 in F18-5: "That the undergraduate student may not elect to take a graduate level letter-graded courses as CR/NC that would be applied to a graduate program."

4. Discuss Referral F18-5 for University Policy [S08-3](#).

- a. The committee discussed how to move forward with the policy. The current memorandum and EO's are no longer identified and needs to be corrected. The Accessible Technology Initiative Committee has brought this forward. Everything in

a course must be accessible. This was tabled last academic year because it was a gross misinterpretation of the policy. The final issue was who is responsible for ensuring that accessibility is being checked, but Program Planning Committee has not been doing this beyond ensuring that the syllabi are accessible.

- b. Feedback from Program Planning
 - i. This change seems doable but we would have to change the PPC template
 - ii. We would need language in the PP guidelines to the programs on why and how to assess the accessibility
 - iii. Having clear priorities and steps in the assessment of accessibility would be useful, ie. syllabi could be step 1, handouts step 2, etc. That way what has been accomplished could be tracked
 - iv. This will not protect the University from lawsuits. Programs will probably only consider this checking another box without clear guidelines
 - v. Who is developing the assessment of accessibility procedure?
- c. The committee discussed that these are huge questions and the resources for training for over 1800 faculty with one small accessibility staff group. There have been no additional funds for this initiative.
- d. The committee discussed materials in class, such as writing equations. In this case the student is supposed to request a note taker.
- e. The current policy is out of date. The fourth whereas clause would have to say that everything has to be accessible.
- f. EO 926 says that these accommodations are for CSU students, faculty, staff, and the general public. The committee discussed the logistical issues of making over 1800 faculty materials accessible instead of making accessible materials when it is needed, but that doing this may discourage participation. For example, if a student does not want to come forward and needs to ask for support then we are placing the burden on the student. The University cannot only make things accessible if the student asks because that requires the student to identify their disability. This locks into the issues with online teaching.
- g. Further discussed if Program Planning Committee should be reviewing accessibility and it was discussed that this is on the hands of administrators rather than faculty governance committees.
- h. The committee discussed the resources necessary to take serious steps towards moving towards accessibility and if the C&R is actually the right committee to write

policy language that requires the unattainable without an immense increase in resources.

- i. One mechanism is to rescind the policy and allow accessibility to be handled from a procedural perspective. The committee discussed if there has been a Sense of the Senate indicating that this is an unfunded mandate. This will likely get tabled and the committee should focus on deciding if the policy should be rescinded.

5. Announcements and Reminders.

- a. Scheduled meeting dates for fall semester
 - i. C&R Meetings: 10/14, 10/21, 11/04, 12/02
 - ii. Senate Meetings: 10/07, 10/28, 11/18, 12/16

6. Adjourn. The meeting adjourned at 4:04 p.m.



Curriculum and Research Committee

Meeting #4 Minutes

October 14, 2019

ADM 144

2:00-4:00 PM

Present: Brandon White (chair, Science), Winifred Schultz-Krohn (Health and Human Sciences), Thalia Anagnos (EXO - AVP Undergraduate Education), Marc d'Alarcao (EXO - Interim Dean Graduate Studies), Susana Khavul (Business), Cara Maffini (Education), Kelly Masegian (General Unit), Raquel Coelho (Humanities), Tabitha Hart (Social Sciences), Anoop Kaur (Student Senator)

Excused: Pam Stacks (EXO - AVP Research), Anand Ramasubramanian (Engineering)

Guest: Sarah Schraeder (Recording, Staff Support)

1. **Call to order.** Brandon White called the meeting to order at 2:04 p.m.

a. **Approval of Minutes from Meeting 3.** The minutes from Meeting 3, September 9, 2019 were approved as amended.

b. **Announcements**

- i. **Internships.** White will meet with Provost to discuss internships. Responding to one of the many components of internships, Thalia Anagnos has a meeting with Marna Genes, the Senior AVP for Finance that oversees University-Organization Agreements (UOAs). The meeting will focus on practical training for international students, but they will also discuss that paid internships provide no liability to the University.
- ii. **Accessibility.** White will meet with Senior Vice Provost Kemnitz to discuss the current accessibility policy and how to move forward. There was a request to discuss resources. Initially funding was available from the Chancellor to help faculty make teaching resources accessible. Accessibility faculty-in-residence were supported through the Center for Faculty Development. The CO funding for training and support stopped, and SJSU has not funded further support. The complicated parts of the accessibility policy relate to IT much more, but there are components related to the curriculum side that need to be addressed by C&R.
- iii. **Information on GE Review and how we are moving forward.** All campuses have been asked to consider if Ethnic Studies should be part of General Education. Senate Executive Committee is still interested in

moving forward with current General Education conversations. White reminded members of the summit for General Education planned for late fall 2019 or early spring 2020. The first day of the summit would split up group sessions with one representative per department in each GE Area addressing the General Education Learning Outcomes (GELOs). They will discuss the pros and cons of the current assessment practice. Day 2 of the summit would compile the information from Day 1 to share and invite discussion with students, faculty, and administrators. The Provost and VP of Student Affairs are being asked to fund but also discuss co-curriculars on Day 1 of the summit. Thalia asked that the Ethnic Studies Collaborative be invited to attend Day 1. There was also a request to invite Area Z group, one or two people from University Writing Committee, and the American Institutions group. There was a discussion on which day to host the summit and that the summit should be more than two days. It has been asked that members from C&R facilitate the Day 1. Everyone has been asked to start looking at what area they should represent. The next step is to talk to UCCD. Discussed how many representatives to invite per course or per section. Thalia encouraged a weighted average because some departments might offer multiple sections of the same course.

2. Curriculum

- a. **Health Science and Recreation (department name change).** The committee discussed the proposal to change the department name from Health Science and Recreation to Public Health and Recreation. There is no conflict with any other department or program within the University. The department already changed their program names. *White motioned, Coehlo seconded, and the committee unanimously approved (10-0-0) to change the department name to Public Health and Recreation.* White will draft a letter to the Provost recommending final approval.
- b. **Cybersecurity Foundations (basic certificate program revision).** The name change of the certificate from Cybersecurity Fundamentals to Cybersecurity Foundations is to avoid confusion with an existing certificate called Fundamentals of Cybersecurity. *White motioned, Schultz-Krohn seconded, and the committee unanimously to approve the revised name (10-0-0).*
- c. **Justice Studies BA, Legal Studies (new concentration).** The committee reviewed and discussed materials for the proposal for a new Legal Studies concentration. The basic question is that there needs to be a better justification for the concentration, and if SJSU is and should be creating “pre” professional degrees. The concentration curriculum is very similar to the general BS Justice Studies program. There is nothing unique about the concentration. A legal studies minor also exists, which is interdisciplinary, but the justification brought

forward in UGS was that the minor can only be started at the upper division level. The current curriculum of the concentration is not differentiated from the general program. It would be useful to clarify with a face to face discussion. White will invite the department chair and proposer and provide information about the concentration policy including some general feedback about the questions about the proposal, including the need to fix inconsistencies and questions about the Records Clearance Program not actually being required in the concentration.

3. Policies

- a. **Updating University Grading System Policy F18-5.** The committee decided to make the change back to 40% for non-credit coursework. Will need to submit an amendment for F18-5.
 - i. Problems with University Policy S89-2, Graduate Credit for Undergraduate. Marc d'Alarcao to lead this discussion. We may not be able to rescind this policy and move to F18-5.
 - ii. D'Alarcao - the core question about the current policy comes down to how much credit can you transfer into a masters program.
 - iii. Title 5 Section 40510 refers to the "Masters Degree" and indicates that not less than 21 units shall be completed in residence. Another part of Title 5 refers to extension credit.
 - iv. Residency is defined as matriculated student in a graduate or postbaccalaureate program at SJSU. If we define this in the grading policy then we can rescind S89-2.
 - v. One extreme would be to say 30% transfer, or 9 units maximum, or any amount of transfer with 21 units being required for residency.
 - vi. Balancing issues to be considered when formulating the policy. Flexibility is almost always better for the students. The other side is a resource issue for the University.
 - vii. Suggested language: "up to 30% of courses may be transferred in but individual programs may limit the number of transfer courses." There might be resource issues for offering of courses if there are a lot of transfer credits. Ultimately the power would be with the program.
 - viii. There is nothing in Title 5 referring to credit/no credit courses.
 - ix. The homework for everybody is to get feedback from their colleges, White will share language to revise a policy, and Susana Khavul will check if the

waivers are affecting the offering of the MBA. White can also email all Associate Deans.

- x. What would graduate programs prefer - a limit of 9 units or 30%?
- xi. Should S-89-2 be rescinded? Should there instead just be a transfer credit for graduate programs?

4. Announcements and Reminders.

- a. Scheduled meeting dates for fall semester
 - i. C&R Meetings: 10/21, 11/04, 12/02
 - ii. Senate Meetings: 10/07, 10/28, 11/18, 12/16

5. Adjourn. The meeting adjourned at 4:00 p.m.



Curriculum and Research Committee

Meeting #5 Minutes

October 21, 2019

ADM 144

2:00-4:00 PM

Present: Brandon White (chair, Science), Winifred Schultz-Krohn (Health and Human Sciences), Thalia Anagnos (EXO - AVP Undergraduate Education), Marc d'Alarcao (EXO - Interim Dean Graduate Studies), Cara Maffini (Education), Kelly Masegian (General Unit), Raquel Coelho (Humanities), Tabitha Hart (Social Sciences, until 2:50 p.m.), Pam Stacks (EXO - AVP Research), Anand Ramasubramanian (Engineering)

Excused: Susana Khavul (Business), Anoop Kaur (Student Senator)

Guest: Sarah Schraeder (Recording, Staff Support)

1. **Call to order.** Brandon White called the meeting to order at 2:03 p.m.
2. **Discussion of Justice Studies BA, Legal Studies (New Concentration)**
 - a. The committee shared introductions and welcomed guest Edith Kinney.
 - b. **When preparing this new concentration, did you review the University Policy on Concentrations? It is S14-9.** *One concern that the group had is it does not appear that this concentration is really distinct from the other concentrations offered. The concentration would be much stronger if you could identify a set of classes that was specific to this concentration. For example, the description emphasized the Record Clearance project and those classes are listed under Area E but a student could theoretically not take any courses in this Area as it is listed.*
 - i. Kinney appreciated the feedback and shared the department is working on a program revision for the Criminology concentration to comply with EO 1071.
 - ii. The committee discussed that the general degree currently includes all of the electives for the two concentrations in Criminology and the proposed concentration in Legal Studies.
 - iii. There was a suggestion to only require Records Clearance Project for the Legal Studies concentration. From a staffing and funding perspective, this is not feasible.

- iv. The committee discussed that the minor in Legal Studies is interdisciplinary, but the current proposal does not require interdisciplinary coursework for the concentration. Recommended a conversation with Philosophy, History, and Political Science and discuss what makes sense for required versus elective courses.

c. **Why not keep this as an interdisciplinary minor but have your students be required to take this minor?** *The addition of a minor from a student advising perspective is not desirable to the department. A long term goal would be to elevate this to a separate degree and not a concentration*

d. **The committee is concerned with some discrepancies in the proposal that includes the 4 year and 2 year road maps and the current side by side degree program listing.** *For example, in the side by side, there is no classes from Philosophy or Political Science but in the road maps those are listed as optional classes. It is noted that in Philosophy's support letter was a request that PHIL155 be a required course for this concentration. The committee would like to see this concentration as more interdisciplinary like the minor that is listed. The committee discussed adding in interdisciplinary studies. There are some minor differences noted in the original proposal versus the updates as this went through the process.*

e. **Final Outcomes.** White will send a summary of revisions requested to Kinney. White and Schraeder will be available to meet to help with revisions. Kinney will meet with departments of Philosophy, History, and Political Science to confirm that interdisciplinary courses can be included in Legal Studies concentration. Kinney will then bring revised proposal to the department faculty before submitting.

3. **Approval of Minutes from Meeting 4.** The minutes from Meeting 4, October 14, 2019 were .

4. Announcements

i. **Summary from meeting with Senior Vice Provost on Accessibility.**

The current policy will be proposed to be rescinded and a new policy will be drafted and shared with the committee for review and discussion shortly. All of the dates will be removed from the current policy. The proposed language might include language to have departments and chairs be responsible for this. Resources were minimally discussed. The policy will be focused on the curriculum and doing our best that it is accessible. The committee discussed under which circumstances information is public record and how it must be made available after such a request. The committee discussed [EO 1111](#).

5. Policies

a. Updating University Grading System Policy F18-5. Amendment A will rescind the old policy and correct the percentages. Recommended bringing this to Academic Senate as a finale meeting. W. Schultz-Krohn motioned, C. Maffini seconded, and the committee voted unanimously to approve the Amendment A to F18-5 with revisions as proposed.

b. Updating University Policy S89-2, Graduate Credit for Undergraduate

- i. Revisions to S89-2 - revise the language to allow graduate credit to be earned in the last 30 units; White will get feedback from Associate Deans to help understand implications; change the GPA to 2.75; eliminate the graduation check and change to apply students to apply for graduation; change to 9 units of graduate credit to earn credit.
- ii. New policy - "Undergraduate Students Earning Graduate Credit". How much a graduate student can transfer into the program: 9 units or 30% minimum. Residency was defined as a matriculated graduate student or post-baccalaureate student at SJSU. . The committee discussed and drafted a policy during the meeting. We need to get feedback from College of Business to determine which is better (9 units or 30%).

6. Reminders.

- a. Scheduled meeting dates for fall semester
 - i. C&R Meetings: 11/04, 12/02
 - ii. Senate Meetings: 10/28, 11/18, 12/16

7. Adjourn. The meeting adjourned at 4:00 p.m.



Curriculum and Research Committee

Meeting #6 Minutes

November 4, 2019

ADM 144

2:00-4:00 PM

Present: Brandon White (chair, Science), Thalia Anagnos (EXO - Vice Provost Undergraduate Education), Marc d'Alarcao (EXO - Interim Dean Graduate Studies), Paul Lombardi (Economics), Cara Maffini (Education), Kelly Masegian (General Unit), Anand Ramasubramanian (Engineering), Pam Stacks (EXO - AVP Research), Susana Khavul (Business), Anoop Kaur (Student Senator), Winifred Schultz-Krohn (Health and Human Sciences),

Excused: Raquel Coelho (Humanities), Tabitha Hart (Social Sciences)

Guest: Sarah Schraeder (Recording, Staff Support)

1. **Call to order.** Brandon White called the meeting to order at 2:02 p.m.
2. **Approval of Minutes.** The meeting #5 minutes were approved as distributed.
3. **Announcements.**
 - a. Committee members were asked to save the dates for the GE Summit for December 13, 2019 and January 24, 2020.
 - b. There will be no C&R meeting on November 25, 2019. The final C&R meetings for the fall semester are December 2 and 9, 2019. The meetings may be devoted to only curriculum depending on where proposals are in the approval chain.
4. **Curriculum**
 - a. **Degree Elevation, MA in Counseling and Guidance (a concentration under MA Education).** The committee reviewed and discussed the proposal to elevate the Counseling and School Personnel concentration in the MA in Education to an MA in Counseling and Guidance.
 - i. The committee discussed and reviewed the proposal to ensure it is compliant with EO 1071. The program proposal is compliant.
 - ii. The committee discussed the language in the section titled "Admission to Conditionally Classified Standing". The committee does not recommend a revision to the section, but will request that the catalog copy be shortened for clarity.

- iii. Marc D'Alarcao will request that Jeffrey Honda contact the department to ask if all three GVAR courses are required in the program. Courses can still be writing intensive courses.
- iv. The committee discussed that the catalog describes that students must apply to their department and CalState Apply. This seems like an overly complex could be done through CalState Apply. Marc D'Alarcao will follow up with department.
- v. W. Schultz-Krohn moved, K. Masegian seconded, and the committee voted to unanimously approve the proposal to elevate the concentration to an MA Counseling and Guidance. White will draft a memo to the Provost.

5. Policies

a. New Policy: Transfer Credit For Graduate Programs

- i. Feedback from COB, Marco Pagani, No problem with 30%, 10-15% of students are already transferring units.
- ii. The committee discussed using 30% or 9 units as the parameter for transfer credit.
- iii. The committee reviewed and revised the draft policy.
- iv. W. Schultz-Krohn moved, K. Masegian seconded, and the committee voted to unanimously approve to send the draft policy to UCCD and as a first reading at the next scheduled Academic Senate meeting.

b. Updating University Policy S89-2, Graduate Credit for Undergraduate, Amendment A.

- i. The recommendations were generally positive, but requested to consider increasing the GPA. The committee members reviewed other feedback from Associate Deans.
- ii. White will share the policy with the Registrar's Office to determine if they can administer it.
- iii. If the policy is recommended, an online vote will be conducted to send it to the Academic Senate for a first reading.
- iv. Do we need to add in a financial impact statement? White will run this by the Senate Chair to see if it might be best to rescind the policy and write a new one.

c. Discussion of new Policy on Accessibility in the Curriculum.

- i. White shared that the idea will be to rescind the current policy and propose a new Accessibility in the Curriculum policy. This policy will only address curriculum and accessibility.
- ii. W. Schultz-Krohn shared with the committee members the ATI report.
- iii. The policy needs to include accountability.

6. Reminders

- a. Scheduled meeting dates for fall semester
 - i. C&R Meetings: 12/02, 12/09
 - ii. Senate Meetings: 11/18, 12/16

7. Adjourn. The meeting adjourned at 4:00 p.m.



Curriculum and Research Committee

Meeting #7 Minutes

December 2, 2019

ADM 144

2:00-4:00 PM

Present: Brandon White (chair, Science), Thalia Anagnos (Vice Provost, Undergraduate Education), Marc d'Alarcao (Dean, Graduate Studies), Winifred Schultz-Krohn (Health and Human Sciences), Anoop Kaur (Student Senator), Paul Lombardi (Social Sciences), Tabitha Hart (Social Sciences), Anand Ramasubramanian (Engineering), Cara Maffini (Education)

Excused: Susana Khavul (Business), Kelly Masegian (General Unit), Raquel Coehlo (Humanities), Pam Stacks (Research)

Guests: Sarah Schraeder (Staff Support, Recording)

Brandon White called the meeting to order at 2:04 p.m.

1. Approval of Minutes. The minutes of meeting 6 were approved by consensus.

2. Announcements. Brandon White shared the following announcements.

- i. GE Summit will be December 13th and January 24, 2020.
- ii. Paul Lombardi volunteered to serve as note taker for December 13, 2019. In the morning sessions, the focus will be on the new General Education learning outcomes. In the afternoon, the mapping will begin. The January 24 meeting might focus on assessment, but unsure at this time.
- iii. Amendment A to F18-5 passed the Academic Senate with amendment on the floor that will allow 40% (rather than 30%) of the total units required to graduate as Credit/No Credit grades toward the master's or doctoral degree.

3. Curriculum

- a. Masters of Social Work, Advanced Standing Concentration
 - i. This proposal is required by the accreditation agency because they do not want students with a BA in Social Work degrees to repeat very similar coursework.

- ii. The proposal template will be updated because the Chancellor's Office will not accept the proposal under the current template.
- iii. Thalia made minor corrections to the side by side curriculum comparison before the meeting.
- iv. One of the Admissions requirements is that you need an A- or better in every BA Social Work course for acceptance into the program. That is a very high standard. The program also requires a minimum GPA of 3.5 for admission.
 - 1. Would the department consider using a GPA cut off instead of a grade cut off?
- v. The committee will ask how the program can require less than 60 units of graduate level coursework for the MSW if state law requires it for the LCSW.
- vi. An Assessment Plan and Matrix need to be submitted.
- vii. The program needs to clarify that it is proposing one self-support hybrid and state support face-to-face Advanced Standing program, if this is the case.
- viii. Will the second year state-side students be commingled with the Advanced Standing program? To commingle the students, would make the program more sustainable.
- ix. How many students will be admitted into each Advanced Standing program (state-side and self-support)?
 - 1. For fall 2019, 523 students applied to the MSW, 189 were accepted, and 109 enrolled.
- x. Clarify the units in the program because on the side-by-side comparison the elective units are not accounted for. (Attach Thalia's revised side-by-side comparison to email to department).
- b. Brandon will reach out to the department about the questions.

4. Policies

a. New Policy: Transfer Credit For Graduate Programs

- i. We have a policy on the books that was discovered, it is [S13-8](#).
- ii. Marc d'Alarcao shared that S13-8 is an existing policy that already indicates that indicates that "All Master's Degrees awarded by San Jose State University shall contain a minimum of 70 percent of the units

required for the degree to be completed in residence as a matriculated student at SJSU.” Rationale defines what “matriculated students” means.

- iii. Choices are to to make the minimum higher than 70%, to say exactly what Title 5 says, or to require 21 units. Committee discussed keeping the policy as is.
- iv. This policy recommendation had not moved forward to the Senate, so no action is required on behalf of C&R.

b. Updating [University Policy S89-2](#), Graduate Credit for Undergraduate, Amendment A

- i. Feedback from Registrar’s office confirms that credit is listed on transcript. GAPE must verify if credit is not being used for the degree.
- ii. The committee reviewed the draft policy.
- iii. There are multiple discussions about the need for the policy.
 - 1. This policy only applies to SJSU undergraduate students.
 - 2. The petition needs to go beyond the major advisor and the current language is confusing and does not indicate that.
 - 3. Reference the current credit policy. “Resolved ... these graduate courses will be treated as transfer credit (i.e. not earned in residence) and as such must adhere to S13-8.”
- iv. S89-2 will be rescinded and the draft proposal will be submitted as a first reading. If there is no controversy, it can be moved to a final reading.
- v. W. Schultz-Krohn moved and the committee voted unanimously to rescind S89-2 and propose a new policy for Undergraduate Students Earning Graduate Credit with no abstentions (9-0-0).

c. Discussion of New Policy on Accessibility in the Curriculum

- i. The committee discussed the draft policy.
- ii. Checklists, timeliness for syllabi being due to department curriculum committee, on a rotation, who is giving feedback? Department chair or avoid tensions between tenure track and adjuncts. With so many adjuncts teaching, it’s going to be a nightmare. If you are a lead on a course, you are responsible for it. Power of the department chair.

5. Reminders

a. Scheduled meeting dates for fall semester

- i. C&R Meetings
Fall: 12/09
Spring: 01/27, 02/03, 02/17, 02/24, 03/09, 03/16, 04/06, 04/13, 04/27,
05/04
- ii. Senate Meetings
Fall: 12/16
Spring: 02/10, 03/02, 03/23, 04/20, 05/11

6. Adjourn. The meeting adjourned at 4:01 p.m.



Curriculum and Research Committee Minutes

Meeting #8: December 9, 2019

ADM 144

2:00-4:00 PM

- 1. Call to Order.** Brandon White called the meeting to order at 2:00 p.m.

Present: Thalia Anagnos, Winifred Schultz-Krohn, Kelly Masegian (late), Raquel Coelho, Brandon White, Tabitha Hart, Paul Lombardi, Pam Stacks, and Anoop Kaur (meeting called to order with 8 present)

Absent: Marc d'Alarcao, Susana Khavul, Cara Maffini, Anand Ramasubramanian

- 2. Approval of Minutes from Meeting #7**

- A.** Paul Lombardi will not be able to take minutes at the GE Summit.

- B.** Minutes approved by consent

- 3. Curriculum**

- A. MS Social Work Advanced Standing**

- i. It was suggested that the Department should consider developing some type of admissions process so that a student who is not admitted to AS could move directly into regular MSW degree program without having to wait an entire year to reapply.

- ii. Unanimous pass (8-0-0)

- B. Art: Art History and Visual Culture Degree Elevation**

- i. Last page of narrative, evidence of demand. There is expected growth but on a small number.

- ii. Unanimous pass (8-0-0)

- C. Forensic Science Digital Evidence**

- i. Increase in number of faculty in this area make this a viable program

- ii. Increase in infrastructure has also helped improve this area. (health building)

- iii. Unanimous pass (8-0-0)

- D. MS Data Science**

- i. Highlight the survey of students in the letter to provost.
- ii. Get language from Marc on how he discussed dividing the pie. Ask Marc about lab requirements/computer needs. (about the supercomputer)
- iii. 800 need but only 20/cohort, so why not increase the size of cohort. Need a plan to grow this program quickly. Include these numbers in the letter to provost. Demand 2.7 million jobs (by 2020).
- iv. Long-term program will need additional resources should program grow.
- v. Motion to approve based upon our discussion (8-0-1)
 - 1. The abstention was because the person arrived late and was not part of the discussion prior to the motion.

E. MS Artificial Intelligence

- i. Unclear why they want to submit both at the same time. Does not justify the need for both the state side and the self-support. There is demand but it is unclear how much demand. What is the difference between the two programs (audience, need, etc)
- ii. Pick one to send forward. C&R will support only one. The other one should come at a later date.
- iii. Note if you pick state support first, you need to be able to distinguish self-support as very distinct from state state (such as only online, etc)
- iv. Email Xiao with clarification on these details. Will be provided to the committee and an online vote will occur.
- v. Online vote was to recommend moving forward to the provost (8-0-1). The abstain was recorded because the person felt like this proposal was not discussed enough.

4. Reminders

A. SENATE RETREAT: January 31, 2019

B. C&R Meetings: 1/27, 2/3, 2/17, 2/24, 3/9, 3/16, 4/6, 4/13, 4/27, 5/4

C. Senate Meetings: 12/16, 2/10, 3/2, 3/23, 4/20, 5/11

5. Adjournment. The meeting adjourned at 4:00 p.m.



Curriculum and Research Committee Minutes

Meeting #9: January 27, 2020

ADM 144

2:00-4:00 PM

1. **Call to Order and Welcome Back!** Brandon White called the meeting to order at 2:00 p.m.

Present: Thalia Anagnos, Winifred Schultz-Krohn, Kelly Masegian, Raquel Coelho, Brandon White, Tabitha Hart, Paul Lombardi, Pam Stacks (late), Anoop Kaur, Marc d'Alarcao, Susana Khavul, Cara Maffini, Anand Ramasubramanian (late) (meeting called to order with 11 present)

Guest: Sarah Schraeder (Staff Support, Recording)

2. **Approval of Minutes from Meeting #8.**

A. Minutes approved by consent with minor revisions.

3. **Announcements**

A. Senate Retreat is January 31, 2020 with a focus on Faculty Success.

B. Setting agenda for Spring Semester

- i. Discussed GE Policy, GE Guidelines, and New Program learning outcomes and plan for how to start this process. Discussion of GE Summits Day 1 and 2.
 1. Goal will be to shorten the GE PLOs and discuss GE area revisions. At minimum PLO and GELOs should be drafted, but the process-oriented items would not likely be finalized by May.
 2. Each meeting is 30-60 minutes and will be devoted to a GE portion.
 3. Discussed the number of PLOS for the draft proposals for GE PLOs and GELOs. The current proposal is 13 PLOS. 5 of those pages are related to WASC Core Competencies and we must assess them. Easiest to link them as part of GE.

4. This will not be submitted as a policy but as a discussion item to update the GE Guidelines.
 5. On Friday, January 23, 2020, ASCSU recommendations were voted on and Sacramento Legislative discussion of Ethnic Studies mandate to come up for debate. Anticipate to have more details by the end of the semester.
- ii. Development of a Curriculum Policy
1. UGS and GS&R are already reviewing proposals. Discuss which proposals do not need to come to C&R.
 2. Think about C&R role of curriculum review.
- iii. Developing a process to approve 4+1 Degree Programs (review university policy)
1. Bigger Discussion of Roll of C&R: Should we even discuss curriculum (or reduce what we review) or should GS&R/UGS take on more responsibility (similar model to PPC role)
 2. 4+1 Review and approval process - combining two existing programs. The question is how much overlap is allowed, including the ability to double count. There could a streamlined template for proposals:
 - a. Admissions requirements - minimum or more than minimum
 - b. Roadmap - what is the overlap?
 - c. The committee might assess what we need to review for such a proposal rather than a full new degree proposal.
- C. AS is providing book vouchers with the value of \$100 for any students. Must only show proof of financial aid, student ID, and class schedule. Near the transportation solutions office in Student Union. 340 vouchers are available. Kaur will send information electronically to all members.

4. Discussion of Athletics Training Degree Program.

- A. The proposal was initiated in 2016. This proposal was not recommended for approval by GS&R because the committee felt that several of the recommendations were not addressed. C&R will discuss next steps.

- B. It is a 56 degree unit program. There was a concern that the Carnegie unit was not being followed.
 - i. The cadaver class requires approvals to use human cadavers and Biological Sciences already has approved space and instructors. No consultation occurred with the Biological Sciences department.
- C. This proposal cannot move forward with a fall 2020 effective date. A full clean up of the proposal needs to be completed.
- D. No new students have been admitted to the BA Athletic Training in two years. If a student was already on campus and wanted to change their major, they are eligible to do that this academic year.
- E. The question of whether the department has the capacity to offer the program was discussed by the committee. There is concern that if the proposal does not have all required components, the student experience could be negatively impacted.
 - i. There was a plan to continue to hire faculty, but one of the concerns is that the faculty are not yet identified.
 - ii. A program has to have 5 faculty on staff to offer the program (coded memo EPR-85-20), and their proposal lists 5 faculty but when GS&R pushed the resource question it was not addressed.
- F. Timeline - the accreditation body requires that a proposal be submitted by 2022. The decision of C&R is to either continue to request revisions or not recommend the proposal so that the department can reimagine the proposal. The memo should address that GS&R recommendations were not addressed and the complexity of offering a cadaver lab.
 - i. Support the effort to meet the 2020 deadline that is developed in collaboration with the dean of the College of Graduate Studies.
- G. Marc D'Alarcao motioned, Winifred Schulz--Krohn seconded to forward to the provost with recommendation that the proposal is rejected. The motion was unanimously approved (13-0-0).

5. Discussion of Feedback provided by Senate for Graduate Credit for Undergraduate Students Policy.

- A. The policy is trying to identify a place on the student transcript that is neither in the matriculated graduate or undergraduate section of the student record. The section of the student record is the postbaccalaureate record for which

departments can elect to allow coursework to be transferred to graduate program so that it is clearly not part of graduate or undergraduate degree.

B. The committee revised the policy after discussion.

C. White will provide a clean copy at the next scheduled meeting.

6. Reminders

A. **C&R Meetings:** 2/3, 2/17, 2/24, 3/9, 3/16, 4/6, 4/13, 4/27, 5/4

B. **Senate Meetings:** 2/10, 3/2, 3/23, 4/20, 5/11

7. Adjournment. The meeting adjourned at 4:00 p.m.



Curriculum and Research Committee Minutes

Meeting #10: January 27, 2020

ADM 167

2:00-4:00 PM

1. **Call to Order.** Brandon White called the meeting to order at 2:01pm.

Present: Thalia Anagnos, Winifred Schultz-Krohn, Kelly Masegian, Raquel Coelho, Brandon White, Paul Lombardi, Pam Stacks, Anoop Kaur, Marc d'Alarcao, Susana Khavul

Absent: Tabitha Hart and Anand Ramasubramanian

2. **Approval of [Minutes](#) from Meeting #9**

A. Minutes approved by consent with minor revisions.

3. **Discussion of request from UGS Committee regarding the [Minors Policy, S16-4](#)**

A. After reviewing policy, see [UGS questions here](#).

B. C&R discussed that policy could be followed and implemented but that UGS should consider in the evaluation who the minors are for specifically, because some courses that have multiple prerequisites might still be able to be used in a minor if those prerequisite courses are used as requirements in the major. This was centered around minors in engineering programs where these prerequisites might be required for other engineering programs, consequently students might be eligible to complete a minor by having met the prerequisites in the major.

4. **Discussion of [Public Health Program](#) (30 minutes)**

A. Guest was Anji Buckner who gave an overview of the proposed changes in the undergraduate Public health program.

B. The proposed changes to the program are based upon student feedback and societal demand in the discipline. The changes will also align with the department name change. A new concentration was proposed to target students interested in a research track (Population Data Science). Some concerns over the Department of Biology being able to accommodate all students from these degree programs and committee member Anagnos was to follow up on potential additional

resources. It was noted that BIOL 65O (an online version of BIOL65) might be able to be used by students which would help with potential bottlenecks.

C. Motion was made to approve the degree programs and the motion passed 10-0-0.

D. Letter to provost will be drafted by Chair White.

5. Discussion of 'cleaned' policy [Graduate credit earned by SJSU Undergraduate students](#) (30 minutes)

A. Minor changes made to the policy and committee voted unanimously (10-0-0) to bring to senate meeting on February 10, 2020.

6. Reminders

A. **C&R Meetings:** 2/17, 2/24, 3/9, 3/16, 4/6, 4/13, 4/27, 5/4

B. **Senate Meetings:** 2/10, 3/2, 3/23, 4/20, 5/11

7. Committee adjourned at 4pm.



Curriculum and Research Committee Minutes

Meeting #11: February 17, 2020

ADM 167

2:00-4:00 PM

1. Call to Order. Brandon White called the meeting to order at 2:02 p.m.

Present: Thalia Anagnos, Winifred Schultz-Krohn, Kelly Masegian, Raquel Coelho, Brandon White, Tabitha Hart, Paul Lombardi, Pam Stacks (late), Anoop Kaur, Marc d'Alarcao, Susana Khavul, Anand Ramasubramanian (late)
(meeting called to order with 9 present)

Guest: Sarah Schraeder (Staff Support, Recording)

Absent: Cara Maffini

2. Approval of Minutes from Meeting #10. Deferred.

3. Announcements

- A. Senate passed AS1760 (Graduate Credit Earned by SJSU Undergraduate Students) with modification from the floor. Goes to President for signature.
- B. Request to delay C&R meeting on March 9th and meet 3-5pm. This would be to allow those to attend the president's State of the University address.
- C. Provost asked a question at the Senate Executive Committee about the development of a degree completion program. There was a question about moving this program online.
 - i. The idea behind this program is to allow students that have finished a portion of a degree to earn a complete degree fully online. The BA General Studies with an emphasis in business or communications or ... four different stems is a small degree made up of 39 units. This way students would have a high number of electives to incorporate previously completed coursework.
 - ii. The draft program includes a 1-unit course to teach students how to learn effectively online. Additionally, a career center course is proposed to help students advance their career.

- iii. The proposal for this program may ask for a PE waiver because it would be difficult to do this online.
- iv. [F13-2](#) section III C. details that to approve a program online requires normal program proposal approval. A WASC Substantive Change Screen form will need to be submitted in order to confirm that a Substantive Change process does not need to be proposed to WASC.

4. Overview of GE-Proposed new Program Learning Objectives

- A. Committee members were asked to review the GE Assessment Task Force Recommendations.
- B. Brandon White reviewed the recommendations from the General Education Summits on December 9, 2019 and January 29, 2019.
- C. The committee discussed GE goals, PLOs and assessment of GE program.
- D. Next steps
 - i. Review the PLOs and feedback from Summit at 2/24 meeting
 - ii. Review Area A and C at 3/9 meeting
 - iii. Review Area B and R at 3/16 meeting
 - iv. Review Area S and V
 - v. What to do with Area D and E?
 - vi. Roll of writing in GE (word counts in upper division)
- E. Brandon will share the draft 9 PLOs tonight and will then share the PLO comments and previous drafts. White will include a preamble to inform reviewers of the 9 draft PLOs. Members will consider

5. Review and vote on Comparative U.S. Race and Ethnic Relations (CRER) Minor.

- A. No hidden prerequisites. Minor looks straightforward and support letters included.
- B. Why was AAS 33A left out of the electives list because AAS 33B is included?
- C. Tracking students is difficult because they can declare as seniors.
- D. HIST and POLS courses not included. Discussed at the college curriculum committee. C&R
- E. The committee unanimously voted to approve the minor (9-0-0).

6. Review and vote on Digital Media in Communication Minor.

- A. The committee discussed that the naming is confusing and ambiguous. Feature the word journalism or mass communication.
- B. To make the minor more manageable, decrease units.
- C. Remind the department that the minor policy says there cannot be overlap between major and minor.
- D. The proposal indicates that there are 30-40% of students in the minor courses from outside the minor.
- E. Ask if interested in collaborating with other departments to be more interdisciplinary.

7. Did not have time to start our discussion of [S08-3](#). Will move this to the next meeting.

8. Reminders

A. **C&R Meetings:** 2/24, 3/9, 3/16, 4/6, 4/13, 4/27, 5/4

B. **Senate Meetings:** 3/2, 3/23, 4/20, 5/11

9. **Adjournment.** The meeting adjourned at 4:03 p.m.



Curriculum and Research Committee Minutes

Meeting #12: February 24, 2020

ADM 167

2:00-4:00 PM

1. **Call to Order.** Brandon White called the meeting to order at 2:01 p.m.

Present: Marc d'Alarcao, Thalia Anagnos, Tabitha Hart, Paul Lombardi (late), Anoop Kaur, Cara Maffini, Kelly Masegian, Anand Ramasubramanian, Winifred Schultz-Krohn, Brandon White (chair) (meeting called to order with 9 present)

Guest: Sarah Schraeder (Staff Support, Recording)

Absent: Raquel Coelho, Susana Khavul, Pam Stacks

2. **Approve minutes from Meeting 10 and Meeting 11.** Deferred.
3. **Continue our discussion of [S08-3, Accessibility in Curriculum](#).** Deferred.
4. **Discussion of Humanities Honors Designation on Diplomas.** Deferred.
5. **Discussion of Minor in Aerospace Engineering.** Deferred.
6. **Discussion of MS Data Analytics, State Side**
 - A. The committee welcomed guest Dr. Lee Chang, Department Chair for Applied Data Science and shared introductions. Chang shared information about the current self-support MS Data Analytics program. He shared that the self-support program cannot keep up with the student demand. The University is willing to create new faculty positions to support the program. Students cannot use financial aid for self-support programs.
 - i. Revisions were made to the program proposal since GS&R review. The department chair will email the revised proposal to C&R staff support, Sarah Schraeder.
 - ii. What was the strategy for moving into other tracks? In table 1, there are currently listed two electives and tracks for transportation, health care, environment, and security. The strategy will be to work with particular departments to develop data orientated electives in both special and stateside. The idea is to offer them in their own degree as well.
 - iii. Duplication of courses with other departments. Department will work with the Dean of Graduate Studies to adjust course names to make them distinct from

current courses. For example, Data Mining in Data Analytics vs. Data Mining for Artificial Intelligence.

- iv. Since there is a diverse student population entering the program, how do you connect them with other departments? First phase, they will focus on one track first and then build others, but they must first build capacity.
- B. The committee discussed the staffing issues with the proposal and that there are some curricular concerns for content being duplicated in other departments and the curriculum not providing enough depth.
- C. The committee reviewed the number of applications to the MS CS, MS SE, and MS DA programs.
 - i. Moving the program to state-side will allow SJSU to meet the demand in a more sustainable way.
 - ii. The argument in the proposal, however, indicates that the need for the program is to create state-support tenure track lines.
- D. The self support program will be offered at different times than the state side program.
- E. The committee discussed the concerns from department chairs.
 - i. The department will be asked to change the names to reflect that they are different from existing courses.
 - ii. The faculty are not hired yet, but there is a plan for hiring.
 - iii. The program is different from the other new degrees being offered because it is serving a different audience.
- F. The program is a different program than those from Engineering and Science:
 - i. Description of program in Academic Catalog:

The MS in Data Analytics degree program provides students from diverse academic and professional backgrounds with the advanced education necessary to draw insights from real data and to apply analytical skills to real-world problems. This program prepares students to conduct high-volume data management, predictive analytics, and data visualization toward solving real problems in their specialized career domains. Its multidisciplinary curriculum draws on insights from mathematics and statistics, computer sciences and software engineering, business management, health science, social science, and the natural sciences. Students completing the degree will have a practical knowledge of data analytics and the ability to apply appropriate statistical analyses and machine learning techniques needed to identify patterns, make predictions, design visualizations, and communicate findings effectively.

- G. Main Committee Feedback
 - i. Suggestion to change the course titles to include the word “applied” or differentiate the title to clearly identify content.
 - ii. Concern that the degree program is misleading students to think will provide opportunities for jobs in computer engineering, software engineering, artificial intelligence, data science etc. as identified by the Career Center.

- iii. Request a letter drafted by Marc and signed off by the department chairs to clarify that there are differences in courses, student populations, and intended program learning outcomes with other programs.
- iv. School of Information, Business Graduate School, the departments of Computer Engineering, Computer Science, Mathematics, and Applied Data Science have been working
- v. Concerns of enough faculty to teach the program
- H. Wynn motioned, Tabitha seconded, and the committee (9-1-0) moved to approve the proposal contingent on revisions to course title terminology to clarify the applied nature of the course.
- I. Deadline for the revised proposal to be submitted by Marc will be by March 16, 2020.

7. Reminders

- A. C&R Meetings: 3/9, 3/16, 4/6, 4/13, 4/27, 5/4
- B. Senate Meetings: 3/2, 3/23, 4/20, 5/11

8. Adjournment. The meeting adjourned at 4:00 p.m.



Curriculum and Research Committee Minutes

Meeting #13: March 9, 2020

ADM 167

2:00-4:00 PM

1. **Call to Order.** Brandon White called the meeting to order at 2:20 p.m.

Present: Marc d'Alarcao (late), Thalia Anagnos (late), Pam Stacks (late), Tabitha Hart, Paul Lombardi, Raquel Coelho, Susana Khavul, Cara Maffini, Kelly Masegian, Anand Ramasubramanian, Winifred Schultz-Krohn, Brandon White (chair) (meeting called to order with 9 present)

Absent: Anoop Kaur

2. Approve minutes from [Meeting 10](#), [Meeting 11](#), and [Meeting 12](#). Minutes were approved with minor changes.
3. Continue our discussion of [S08-3](#), Accessibility in Curriculum
 - A. Continued reviewing remainder of policy. Made a change to a resolve clause on student assistants and faculty-in-residence for accessibility. Should this be from the Provost office? Brandon will discuss with Carl Kemnitz for feedback.
 - B. Included eCAMPUS as a resource for accessibility training
 - C. Need to update the EO and Coded Memorandum to current versions.
 - D. Will need to work with IS&A regarding Policies F07-3 and S16-9 that discuss accessibility especially in regards to syllabi.
 - E. Will bring an updated clean copy to review as we move forward for next steps.
4. Finish vote for Minor, Digital Media in Mass Communication (10 minutes or less)
 1. Program addressed all concerns from C&R regarding name change and number classes and hidden prereqs.
 2. Motion to approve minor 10-0-1.
 3. Will send letter to Provost.
5. Discussion of [Humanities Honors Designation on Diplomas](#).
 - A. C&R is required to review as per [University Policy S17-13](#)
 - B. Thalia contacted Registrar and this is 'doable' after we approve.
 - C. This appears to be very interdisciplinary with involvement from English, Sociology, Political Science but is housed in the humanities department. Need a better name. This is a little misleading. This suggests the students are graduating with Honors in Humanities type degree. "Honors in Humanities General Education" because this is only GE courses. "Humanities Honors/General Education Integrative Learning" All titles seem

to sound like a major. Other honors programs are associated with a degree program that signifies above and beyond and not at the General Ed Level. There is no thesis completed, just complete certain classes with a certain GPA. A name that is suitable that this is GE oriented and not oriented to a degree program Because this will be listed on transcript and diploma, it could be misleading to jobs. "SCS in Honors Humanities" Whomever reads the transcript that this is not an honors program in humanities degree program and that this is a special course sequence encompassing general education.

- D. Motion to approve with language in letter to have program work closely with registrar for appropriate title.

Motion passed: 12-0-0 Letter goes to the Registrar, Thalia, Marc, Cynthia, and Provost, Chair Shannon Rose Riley, Dean of H&A

6. Discussion of Minor in Aerospace Engineering (15 minutes)

- A. Discussion of whether this should be a certificate or a minor. Certificate would require less classes but because of all the prerequisites that some of these classes have , this could be problematic.
- B. This is a minor that is suitable for a very small range of majors such as Physics, and only some engineering program
- C. Motion to approved minor. Motion passed 12-0-0. Will send letter to Provost.

7. Discussion of Degree Elevation, MA Emancipatory School Leadership (MELS) 30 minutes

- A. Consistency in program abbreviation, MESL vs MELS. MELS is correct.
- B. Program to provide a pathway for K-12 teachers to get credentials and masters to become an administrator.
- C. This program is designed to work with the Santa Clara County Education Office where teachers take a year long leadership sequence at the county that would transfer in up to 12 units to this degree program. The chancellor's office would be required to grant an exception for this program to allow 12 units since currently only 9 can transfer in. But this is probably going to be okay since the chancellor's office is interested in this program. SJSU would be the pilot.
- D. Students take 18 units at SJSU that will be completed over two summers with Fall and Spring Semesters.
- E. Motion to approve program. 12-0-0. Motion passed.

8. Reminders

- A. C&R Meetings: 3/16, 4/6, 4/13, 4/27, 5/4
- B. Senate Meetings: 3/23, 4/20, 5/11

9. Adjournment. The meeting adjourned at 4:08 p.m.



Curriculum and Research Committee Minutes

Meeting #14: March 16, 2020

Via Zoom

2:00-4:00 PM

1. **Call to Order.** Brandon White called the meeting to order via Zoom at 2:00 p.m.

Present: Tabitha Hart, Brandon White (chair), Thalia Anagnos, Anand Ramasubramanian (left early), Cara Maffini, Anoop Kaur, Kelly Masegian, Marc d'Alarcao (stepped out in the middle of meeting for 30 minutes), Pam Stacks, Paul Lombardo, Raquel Coehlo, Susanna Khavul, Winifred Schultz-Krohn

Guest: Sarah Schraeder (recording, Staff Support)

Absent: None

2. **Approved Minutes from Meeting 13** - Minutes were approved with minor changes by consent.

3. **Announcements**

- a. Will be moving the Senate meeting to online format for the March 23rd meeting. C&R may go fully online after spring break depending on status.

4. **Discussion of GE Program - Proposed New Program Learning Outcomes**

- a. Brandon reviewed the organization of the GE materials shared with the committee.
 - i. Folder located in C&R drive that will store all GE materials that will be reviewed by the committee.
 - ii. Feedback is organized by GE Summit Day. Recommends reading proposed three Goal areas and 9 Program Learning Outcomes first and then the feedback collected second.
 - iii. Outcome from our discussion: Try to get through all of the PLOs so that at the 4/6 meeting we can begin a discussion of Mapping GE areas to PLOs.
- b. The committee discussed PLOs. PLOs 1 - 5 very much aligned with EO 1100. Not much feedback on PLO 1-3. Some PLOs are too broad but broad is needed in order to have courses across many disciplines map to the PLO. We need to

strike a balance in this as PLOs should be broad where GELOs can be more specific and detailed.

i. Goal 1

1. PLO 1 - no specific discussion.
2. PLO 2 - no specific discussion.
3. PLO 3 - discussed how the PLO is specific to social science when referring to “social significance”. Suggested removing “social” or both words “social significance.” Focus on “critical thinking” instead of actually spelling out all of the actions. Discussed removing “significance”. Critical thinking piece is so important to identify significance. The PLO will be left in the current draft format.
4. PLO 4 - is very wordy and could be shortened. Discussed if this PLO can be combined with PLO 3. This PLO does not include critical thinking so it is different. Discussed removing the “e.g.” information so that it broadens the scope of the PLO. It is not referenced in EO 1100.
 - a. Discussed if “computational skills” needs to be included. Reviewed the EO language and discussed removing the specificity to allow broad interpretation. Most people were OK with this PLOs. Some concern PLO is too “sciencey”.
5. PLO 5 - WASC broadly identifies “core competencies”. Information literacy is one of them. Identifying them clearly in a PLO will show WASC where we will be assessing this very clearly. Suggested to look at the WASC rubric on Information literacy for language.

ii. Goal 2 - larger problem that people did not see “science” and “humanities” in this goal.

1. PLO 6 and PLO 7 (NEW PLO 6) - suggestion to combine these PLOs
 - a. “Ask questions about diversity inclusion and justice, articulate the value or significance of of each issue, identify how each addresses and/or contributes to social inequities or environmental changes”

- b. Cara, Tabitha, and Susanna will revise this PLO by the next scheduled meeting.
 - 2. PLO 8 and PLO 9 (NEW PLO 7) - suggestion to combine these PLOs
 - a. Consider the removal of the word “political” from “political interest” in the PLO
- iii. Goal 3 - should be about application and integration. How do we use our education? Make general education relevant. Remove “interdisciplinary” and “innovative” from the goal. If this goal only has one PLO, then every GE course would be required to do this. Brandon will work with Kathleen McConnell on revising one PLO.
 - 1. PLO 8 (formerly 10) - instead of using “transfer” consider the word “application”. Consider combining with PLO 9. Committee also considered
 - 2. PLO 9 (formerly 11) - consider combining with 8? Remove Goal 3 entirely.
 - 3. PLO 12 - completely deleted. Communication is valued across the curriculum.
 - 4. PLO 13 - suggested that this PLO be incorporated somewhere

5. Reminders

- a. C&R Meetings: 4/6, 4/13, 4/27, 5/4
- b. Senate Meetings: 3/23, 4/20, 5/11

6. Adjournment. The meeting adjourned at 3:50 p.m.



Curriculum and Research Committee Minutes

Meeting #15: April 6, 2020

Via Zoom

2:00-4:00 PM

1. **Call to Order.** Brandon White called the meeting to order via Zoom at 2:01 p.m.

Present: Tabitha Hart, Brandon White (chair), Thalia Anagnos, Cara Maffini, Anoop Kaur, Kelly Masegian, Marc d'Alarcao, Paul Lombardo, Susanna Khavul, Winifred Schultz-Krohn, Raquel Coehlo, Anand Ramasubramanian, Pam Stacks

Guest: Sarah Schraeder (recording, Staff Support)

2. **Approved Minutes from Meeting 14** - Minutes were approved with consent.

3. **Announcements.** None.

4. **Curriculum**

- a. BS, Justice Studies, Concentration in Legal Studies (revised proposal)
 - i. Thalia shared that the general program is not in compliance with the concentration policy in that a student could take all of the courses in the BS Justice Studies and have the same exact degree as the BS Justice Studies, Concentration Legal Studies
 - ii. Political Science was not included - justify.
 - iii. To be discussed at a future meeting after Thalia works with the department.
- b. Interaction Design Minor (Department of Design)
 - i. Roadmaps for [BS Interaction Design](#), [BA Design Studies](#), [BFA Graphic Design](#)
 - ii. Discussed how the minor waives prerequisites for some of the courses. Are they needed as a prerequisite to the course? Prerequisites should not be listed if they are not true prerequisites and just forcing sequencing.
 - iii. Thalia and Sarah will work with department to consider enforcing prerequisites in PeopleSoft
 - iv. Raquel Coehlo motioned, Winifred Schulz-Kohn seconded, and the committee approved the proposal unanimously with one abstention. 12-0-1
- c. [Ceramic Art Minor](#) (Department of Art)
 - i. Marc d'Alarcao motioned, Winifred Schulz-Kohn seconded, and the committee approved the proposal unanimously. 13-0-0
- d. [Digital Media Art Minor](#) (Department of Art)
 - i. The committee discussed the difference of audience for the BFA in Digital Media Art and this minor.

- ii. Thalia Anagnos motioned, Winifred Schulz-Kohn seconded, and the committee approved the proposal unanimously. 13-0-0
- e. [Pictorial Art Minor](#) (Department of Art)
 - i. Raquel Coehlo motioned, Winifred Schulz-Kohn seconded, and the committee approved the proposal unanimously. 13-0-0
- f. [Sculpture Minor](#) (Department of Art)
 - i. Thalia Anagnos motioned, Raquel Coehlo seconded, and the committee approved the proposal unanimously. 13-0-0

5. Discussion of GE Program - Proposed New Program Learning Outcomes

- a. Reviewed the PLOs that required further discussion.
- b. Discussed College of Business Feedback on PLOs.
- c. Discussed the Mapping PLOs to GE Areas.

6. Reminders

- a. C&R Meetings: 4/13, 4/27, 5/4
- b. Senate Meetings: 4/20, 5/11

7. Adjournment. The meeting adjourned at 3:57 p.m.



Curriculum and Research Committee Minutes

Meeting #16: April 6, 2020

Via Zoom

2:00-4:00 PM

1. **Call to Order.** Brandon White called the meeting to order via Zoom at 2:00 p.m.

Present: Tabitha Hart, Brandon White (chair), Thalia Anagnos, Cara Maffini, Anoop Kaur, Kelly Masegian, Marc d'Alarcao, Paul Lombardo, Susanna Khavul, Winifred Schultz-Krohn, Raquel Coehlo, Anand Ramasubramanian, Pam Stacks

Guest: Sarah Schraeder (recording, Staff Support)

2. **Approved Minutes from [Meeting 15](#).** Minutes were approved with consent.

3. **Announcements.** None.

4. **Emergency Item from Thalia:**

- a. We are having an issue with the required 2.0 aggregate GPA in R, S, and V. With students taking one of these classes CR/NC, if they earn a C, and C- in one of the other two, their Average GPA in R, S, and V will be below a 2.0. NOTE: The credit does not count in the GPA calculation
- b. When we discuss the GE Guidelines in the Sub Areas I would like to propose that we eliminate this GPA constraint. There is no evidence that it correlates with students meeting GE Learning Outcomes and it causes all kinds of problems
- c. If we were going to have a minimum GPA at all, it would make more sense to have a C- or better in S, V and R than to have the overall GPA of 2.0. But that is for a future discussion with C&R.
- d. The committee discussed temporarily suspending the 2.0 GPA in R, S, and V.
- e. The committee considered changing the language to the following:
 - i. If any student takes one or more Area R, S, and V classes in the Spring 2020 semester (regardless of whether the student chooses to receive a grade or opts for CR/NC), the aggregate of a minimum of 2.0 GPA requirement in R, S, and V classes will be waived.

- f. Thalia Anagnos motioned, Marc d'Alarcao seconded, and the committee unanimously moved to approve the above language for R, S, V GPA requirement (13-0-0).
 - g. Brandon White will send a memo to the Registrar. This will be distributed to the campus, including advisors and students.
- 5. **Legal Studies concentration, Justice Studies, BS.** Thalia requested feedback regarding a discussion with the Department of Justice Studies. The department has made some revisions but their three programs (the Criminology concentration, the general degree, and the proposed Legal Studies concentration), still have too much overlap in curriculum. University Policy S14-0 only indicates that concentrations must have "a unique set of requirements for the degree." The department argues that this does not identify that electives have to be distinct. The confirmed affirmed that the intent of the policy is that the current version of the proposal is not in compliance with the policy, especially the spirit of the policy.
- 6. **Discussion of GE Program - Proposed New Program Learning Outcomes.** The committee continued the discussion of the GE PLOs and mapping GE Areas. The committee broke out into groups with assignments to discuss the GE PLOs and mapping GE Areas. The committee came back together in the last 20 minutes and summarized the changes made to PLOs from the breakout sessions. The groups will work offline before the next C&R meeting to report back additional changes/edits.
 - a. [Cleaned PLOs are found here.](#)
 - b. [Mapping of PLOs to GE Areas are found here.](#)
 - i. PLO GOAL 1 Group: Kelly, Susana, Paul, Marc, Anand ([Area B and R](#))
 - ii. PLO GOAL 2 Group: Anoop, Tabitha, Raquel, Cara ([Area C and V](#))
 - iii. PLO GOAL 3 Group: Pam, Brandon, Thalia, Wynn ([Area D and S](#))
 - c. The committee members were encouraged to start thinking about and addressing:
 - (1) What GE areas should map under the PLOs in your goal area?
 - (2) Review PLOs with final recommendations.
 - (3) Begin reviewing the GE areas and the Learning Outcomes. Comments and updates are noted based upon the GE SUMmit or the individual meetings that have been held.
- 7. **Reminders**
 - a. C&R Meetings: 4/27, 5/4
 - b. Senate Meetings: 4/20, 5/11

8. **Adjournment.** The meeting adjourned at 4:00 p.m.



Curriculum and Research Committee Minutes

Meeting #17: April 27, 2020

Via Zoom

2:00-4:00 PM

1. **Call to Order.** Brandon White called the meeting to order via Zoom at 2:02 p.m.

Present: Raquel Coehlo, Tabitha Hart, Brandon White (chair), Thalia Anagnos, Cara Maffini, Anoop Kaur, Marc d'Alarcao, Paul Lombardo, Susanna Khavul, Winifred Schultz-Krohn, Anand Ramasubramanian, Pam Stacks

Excused: Kelly Masegian

Guest: Sarah Schraeder (recording, Staff Support)

2. **Approved Minutes from [Meeting 15](#).** Minutes were approved with consent.

3. **Announcements.** There is one meeting left for the academic year.

4. **Curriculum**

- a. **Degree Elevation, Elevate MS Psychology, Concentration Clinical Psychology to MS Psychology Clinical Mental Health Counseling.** The committee reviewed and discussed the proposal to elevate the Clinical Psychology concentration in the Psychology MS to a Clinical Mental Health Counseling MS. White motioned, d'Alarcao seconded, and the committee voted unanimously to approve the proposal (11-0-0). The committee noted that the Graduate Studies and Research Committee memo incorrectly referred to the degree title.

5. **Continue Discussion of GE Program PLOs and Mapping.**

- a. Question that was asked to University Writing Committee (UWC): C&R is considering changing the language of PLO#1 from "with special attention to the conventions of writing at the university" to "with special attention to the conventions of the scholarly discipline." Is that appropriate for a PLO?
 - i. The resounding answer from UWC was that the original language should be kept "writing at the university". Here are the things the committee members said:

For the record, I'm not a big fan of changing the language to "the scholarly discipline" I don't think of some kinds of university writing as "scholarly" - or perhaps you could argue with me: are biology lab reports

“scholarly,” for example? They’re certainly important and one of the key types of writing that your students do, I would presume. Or, say, technical reports in Engineering, or policy statements in Public Administration. None of those fit the definition of “scholarly” in my book, but they’re legitimate forms of writing to be considered.

Writing in the many ways it’s used in the university. Writing for disciplinary goals, for career readiness, for life skills, and for any other reason that people in universities use and teach writing. It’s not very precise, but frankly, I think that’s a feature, not a bug. I don’t think it’s appropriate or desirable given the many ways people use writing in their courses.

The restrictive language of “conventions of the scholarly discipline” excludes many important forms of writing that happen at the university (types of writing that we do not want to exclude). The language of the original is vague, but that’s exactly what’s needed to encompass something that is so broad, involves many disciplines, etc.

- ii. The UWC members that provided these comments also think that all GE courses that include writing should map to the writing PLO.
 - iii. The committee discussed the comments from UWC and will maintain the language as is.
- b. Brandon edited the shared document to show the most recent proposed version of the PLOs. The committee discussed the PLOs in breakout rooms via Zoom and started to review language in the GE Guidelines for each of the GE areas and start mapping area GELOs to PLOs.

6. Reminders

- a. C&R Meetings: 5/4
- b. Senate Meetings: 5/11

7. Adjournment. The meeting adjourned at 4:00 p.m.



Curriculum and Research Committee Minutes

Meeting #18: May 4, 2020

Via Zoom

2:00-4:00 PM

1. **Call to Order.** Brandon White called the meeting to order via Zoom at 2:00 p.m.

Present: Raquel Coehlo, Tabitha Hart, Brandon White (chair), Thalia Anagnos, Cara Maffini, Anoop Kaur, Marc d'Alarcao, Paul Lombardo, Kelly Masegian, Susanna Khavul, Winifred Schultz-Krohn, Anand Ramasubramanian, Pam Stacks.

Guest: Sarah Schraeder (recording, Staff Support)

2. **Approved Minutes from [Meeting 15](#).** Minutes were approved with consent.

3. **Announcements.** There is the last meeting for the academic year.

4. **Curriculum**

- a. **Degree Elevation, Elevate the Education, MA, concentration in Curriculum & Instruction to the [MA Teaching](#).** After discussion of the proposal, Cara Maffini motioned, Raquel Coehlo seconded, and the committee unanimously approved the proposal to elevate the program (13-0-0).
- b. **Degree Elevation, Elevate the Education, MA, concentration in Special Education to the [MA Special Education](#).** The committee discussed the time to degree for students completing credentials and the degree. The [Intern Program](#) adds additional time to degree for students. Marc d'Alarcao will work with the College of Education to understand this program and the time to degree for students. After discussion of the proposal, Brandon White motioned, Marc d'Alarcao seconded, and the committee unanimously approved the proposal to elevate the program (13-0-0).
- c. **Discontinue concentration in [Economics and Actuarial Science, Mathematics BS](#).** After discussion of the proposal, Paul Lombardi motioned, Susana Khavul seconded, and the committee unanimously approved the proposal to elevate the program (13-0-0).

5. **Continue discussion GE PLOs and mapping GE Areas.**

- a. This discussion will be continued in the fall because a revised GE Policy needs to be written and the revised PLOs need to still be mapped.

- b. The committee reviewed the draft preamble, goals, and PLOs. Brandon White motioned, Raquel Coehlo seconded, and the committee unanimously approved the revised preamble, goals, and PLOs (13-0-0).
- c. The committee discussed the PLO mapping by GE areas and briefly discussed how PLOs will be assessed.
- d. The first topic for C&R in the fall should be to create timelines for goals about revising the [GE Guidelines](#). Less prescriptive guidelines are required. Assessment should not be prescribed and should be handled administratively, by, for example, a GE coordinator.
- e. The committee discussed that it would be useful to identify which parts of the process are administrative vs. fall on faculty governance.

6. Reminders

- a. C&R Meetings: none
- b. Senate Meetings: 5/11

7. Adjournment. The meeting adjourned at 4:01 p.m.