

2017-2018 Year-End Committee Report Form

Committee: Undergraduate Studies

Chair: Maria Fusaro

Chair-Elect for 2018-2019: Maria Fusaro
(408) 924-3740
Zip x-0075

Number of Meeting held: 11

Maria.Fusaro@sjsu.edu

(Please include phone/zip/email if available)

Items of Business Completed 2017/2018

This academic year, the following curriculum proposals were reviewed/revise and forwarded to the Curriculum and Research Committee:

1. Name Change: BS, Recreation, concentration in Recreation Therapy (originally, Therapeutic Recreation)
2. Degree Elevation: BS in Packaging (originally, BS in Nutritional Science, concentration in Packaging)
3. New concentration: BS in Nutritional Science, concentration in Applied Nutrition and Food Sciences
4. New concentration: BS in Nutritional Science, concentration in Food Management
5. New Minor: Deaf Education
6. Concentration name change: BS in Industrial Technology, concentration in Computer Network System Management (Originally, concentration in Computer, Electronics, Network Technology)
7. Degree elevation: BA in Design Studies (originally, BA in Art, concentration in Design Studies)
8. Degree elevation: BS in Ecology and Evolution (originally, BS in Biological Sciences, concentration in Ecology and Evolution)
9. Program revision: BA in Mathematics, Preparation for Teaching (Integrated Program)
10. Degree elevation: BS in Marine Biology (originally, BS in Biological Sciences, concentration in Marine Biology)
11. New Minor: Environmental Equity and Activism

Unfinished Business Items from 2017/2018

1. Degree elevation: BA in Art History and Visual Culture (originally, BA in Art, concentration in Art History and Visual Culture)
2. New concentration: Liberal Studies Teacher Preparation - Integrated Teacher Education Program (LSTP-ITEP)

New Business Items for 2018/2019

- 1.

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



**SAN JOSÉ STATE
UNIVERSITY**

Undergraduate Studies
September 6, 2017
12:00 noon – 1:00 pm, ADM 144
Agenda

1. Welcome and Introductions
2. [UGS Committee Guidelines - revised](#)
3. Topics/Issues to cover over the next year
4. Curriculog- GUP's new curriculum management system

2017-2018 Meetings:

Fall 2017- September 6, September 20, October 4, October 18, November 1, November 15, December 6, January 31, February 14, February 28, March 14, April 4, April 11, April 25, and May 9

SJSU SAN JOSÉ STATE UNIVERSITY

Undergraduate Studies Committee Minutes

September 6, 2017

Present: Emily Bruce (CASA), Jang-Hyung Cho (CoB), Maria Fusaro (CoEd), Richard McNabb (HA), Wendy Ng (GUP), Wendy Rouse (COSS), Giselle Pignotti (FAL CASA), Anamika Megwalu (GU)

Absent: Djalaica De Guzman (Student)

Guests: Nicole Mendoza (GUP)

Start: 12:06pm

1. Welcome and Introductions
2. UGS Committee Guidelines- Please review and ask any questions
3. Curriculum coming down the line
 - a. Name change for Therapeutic Recreation to Recreation Therapy
 - b. Department name change for Health Science and Recreation
4. Other issues
 - a. Four year degrees coupled with credentials- Changes coming from state credentialing.
 - b. New Remedial Math pathways
 - c. GE Pathways- Where is it at in discussions around campus?
5. UGS members got an overview of Curriculog from Nicole.



**SAN JOSÉ STATE
UNIVERSITY**

Undergraduate Studies
September 20, 2017
12:00 noon – 1:00 pm, ADM 144
Agenda

1. Introductions/welcome for new members
2. Approval of minutes from 9-6-17 meeting
3. Discussion of additional curriculum-related activities for UGS, AY17-18

2017-2018 Meetings:

Fall 2017- *September 6*, September 20, October 4, October 18, November 1, November 15, December 6, January 31, February 14, February 28, March 14, April 4, April 11, April 25, and May 9

SJSU SAN JOSÉ STATE UNIVERSITY

Undergraduate Studies Committee Minutes September 20, 2017

Present: Emily Bruce (CASA), Djalaica De Guzman (AS), Jang-Hyung Cho (CoB), Maria Fusaro (CoEd), Richard McNabb (HA), Wendy Ng (GUP), Wendy Rouse (COSS), Giselle Pignotti (CASA), Anamika Megwalu (GU), Chunhui Peng (HA)

Guests: Nicole Mendoza (GUP)

Start: 12:06pm

1. Approval of Meeting Minutes from September 6

****Action:** Approve Meeting Minutes from September 6: 8-Yes, 0-No, 2- Abstain

2. Announcements:

- a. Ethnic Studies Master Plan came down today. Something that has been suggested we review as it impacts undergraduate programs.

3. What we might look at this year ([curricular themes](#))

- a. [High Impact Practices](#) in the classroom
 - i. Capstone
 - ii. Service Learning, and help with overall process of tracking or data about use of service learning in our curriculum
- b. WSASC visit- they will be on campus next week for a mini visit. We will be reporting back to them on shared governance, campus climate and core competencies.
- c. Strategic Planning and how we can play a role in that process.
- d. Changes to remediation

Adjourn: 1:00pm



**SAN JOSÉ STATE
UNIVERSITY**

Undergraduate Studies
October 4, 2017
12:00 noon – 1:00 pm, ADM 144
Agenda

1. Approval of [minutes from 9-20-17](#) meeting
2. Curriculum
 - a. [Deaf Ed Minor](#)
 - b. Name Change- [Therapeutic Recreation to Recreation Therapy](#)
 - c. [Environmental Equity and Activism Minor](#)
3. Discussion
 - a. [Curricular Themes](#)

2017-2018 Meetings:

Fall 2017- October 18, November 1, November 15, December 6, January 31, February 14, February 28, March 14, April 4, April 11, April 25, and May 9

SJSU SAN JOSÉ STATE UNIVERSITY

Undergraduate Studies Committee Minutes

October 4, 2017

Present: Emily Bruce (CASA), Djalaica De Guzman (AS), Jang-Hyung Cho (CoB), Giselle Pignotti (CASA), Maria Fusaro (CoEd), Anamika Megwalu (GU), Wendy Ng (GUP), Chunhui Peng (HA), Wendy Rouse (COSS)

Absent: Richard McNabb (HA),

Guests: Nicole Mendoza (GUP)

Start: 12:05pm

1. Approval of Meeting Minutes from September 20

****Action:** Approve Meeting Minutes from September 20: 6-Yes, 0-No, 0- Abstain

2. Curriculum

a. Deaf Education Minor-

- i. No hidden prerequisites
- ii. Meets unit criteria; 6 units upper division, 6 units in residence
- iii. Just a note (overall catalog issue) that minors are for undergraduate students only.
- iv. Do other programs use these courses? No, other program outlines use of these courses.
- v. Concern over the viability to reactivate this minor, based on the evidence provided. The data is anecdotal, having more specific information and data would have been appreciated.
- vi. Elaborate on recruiting to students.
- vii. Do not recommend C&R review, since a reactivation.

****Action:** Approve Deaf Education Minor with notes to department: 8-Yes, 0-No, 0- Abstain

b. Name Change from Therapeutic Recreation to Recreation Therapy

- i. Not sure why not approved before
- ii. Looks to align with industry and no change in CIP code

****Action:** Approve Name change to Recreation Therapy: 8-Yes, 0-No, 0- Abstain

c. Minor in Environmental Equity and Activism

- i. Appears to be 21 units not 18.
- ii. Appears to have hidden prerequisites for someone outside of the major. Although course descriptions do state Instructor Consent.
- iii. AFAM 133 and 145 is actually owned by URBP, and is actually a 4 unit course. This increases the overall minor total.

- iv. The 12 distinct units isn't clear, so advising would have to be very clear with ENVS majors to ensure there is distinction in their coursework.
- v. Concern over SOCI 163, that there is no support from that department, and the course may not be the best thought for the theory portion on social justice.
- vi. There are concerns over the reasoning for why specific courses were being offered. Commitment from department to actually offer as well as content offerings across campus.

****Action:** Approve requesting additional information per discussion: 8-Yes, 0-No, 0- Abstain

Adjourn: 1:00pm



**SAN JOSÉ STATE
UNIVERSITY**

Undergraduate Studies
October 18, 2017
12:00 noon – 1:00 pm, ADM 144
Agenda

1. Approval of minutes from 10/4/17 meeting
 2. Curriculum: Two degree elevations
 - a. [Degree elevation](#): Original BA: Art, Design Studies, to new BA: Design Studies
 - b. [Degree elevation](#): Original BS: Biology, Ecology and Evolution to new BS: Ecology and Evolution
- Notes: Both weblinks just take you to Curriculog, where you can find the materials in ZIP files. These elevations are treated like new degrees. If you'd like a refresher on what we should be looking for in our review you can take a look [at page 4 of the UGS Guidelines](#).
3. Discussion
 - a. [Curricular Themes](#)

Remaining 2017-2018 Meetings:

Fall 2017- November 1, November 15, December 6, January 31, February 14, February 28, March 14, April 4, April 11, April 25, and May 9

SJSU SAN JOSÉ STATE UNIVERSITY

Undergraduate Studies Committee Minutes October 18, 2017

Present: Emily Bruce (CASA), Djalaica De Guzman (AS), Jang-Hyung Cho (CoB), Giselle Pignotti (CASA), Maria Fusaro, Chair (CoEd), Anamika Megwalu (GU), Chunhui Peng (HA), Wendy Rouse (COSS); Richard McNabb (HA),

Absent: Wendy Ng (GUP)

Start: 12:05pm

1. Approval of Meeting Minutes from October 4, 2017

****Action:** Approve Meeting Minutes from October 4: 8-Yes, 0-No, 0- Abstain

2. Curriculum

- a. Degree Elevations Scheduled for this meeting include the following:
 - i. Original BA: Art, Design Studies, to new BA: Design Studies
 - ii. Original BS: Biology, Ecology and Evolution to new BS
 - Decided to table both of these items regarding issues involved in the establishment of a new program. Need clarification if, in the process of using Curriculog that both of these programs seem to have missed a step that may still be required, but apparently is not in the structure of the Curiculog process.
- b. [Curricular Themes for UGS](#) (See linked document)
 - i. Discussion regarding Curricular Themes
 1. Service Learning and Internships
 2. Projects regarding implementation of Capstone/Core Competencies
 3. Other High Impact Practices (HIP)
 - ii. Promoting Undergraduate Research on Campus
 1. Provost is supporting the promotion of RSCA Grants (\$2,500) for undergraduate student participation in research; at the University level there is no course credit for this experience, although students can get Independent Study for some of these research experiences
 2. Current Examples exist in the following colleges:
 - a. College of Engineering
 - b. College of Business holds research workshop, but they mostly involve faculty; and there are research projects for students who are in Honors Courses
 - i. Case analysis in the field with a research component
 - c. CASA has student involvement in faculty research projects
 - d. Both the Colleges of Science, and of Humanities and the Arts host respective Research Days to show off undergraduate research efforts

3. Perhaps there needs to be some involvement of the Office of Research in the promotion of undergraduate research
- There is a need to choose which of these might be the priorities of the UGS Committee this academic year.

3. Meeting Adjourned: 1:07pm

Meeting Minutes submitted by: Emily Bruce



**SAN JOSÉ STATE
UNIVERSITY**

Undergraduate Studies
November 1, 2017
12:00 noon – 1:00 pm, ADM 144
Agenda

1. Approval of [minutes from 10/18/17](#) meeting
2. [Curriculum](#): All proposal materials can be downloaded from Curriculog
 - a. Degree elevation: BA in Design Studies (originally, BA in Art, concentration in Design Studies)
 - b. Degree elevation: BS in Ecology and Evolution (originally, BS in Biology, concentration in Ecology and Evolution)

Resources for proposal review:

- Here is the Jan 2017 [CSU Executive Order 1071](#) with a new requirement for concentrations: “an option, concentration, or special emphasis (or similar subprogram) must constitute less than one half of the units required in the major program.” The elevations are being proposed because the original concentrations were not meeting this new requirement.
- The CSU continuously updates proposal templates for the various types of new programs and program modifications. Here is the template they currently post, for [Elevating Options and Concentrations to Full Degree Template](#)

Remaining 2017-2018 Meetings:

Fall 2017- November 15, December 6, January 31, February 14, February 28, March 14, April 4, April 11, April 25, and May 9

SJSU SAN JOSÉ STATE UNIVERSITY

Undergraduate Studies Committee Minutes November 1, 2017

Present: Emily Bruce (CASA), Djalaica De Guzman (AS), Jang-Hyung Cho (CoB), Giselle Pignotti (CASA), Maria Fusaro (CoEd), Richard McNabb (HA), Anamika Megwalu (GU), Wendy Ng (GUP), Wendy Rouse (COSS)

Absent: Chunhui Peng (HA),

Guests: Nicole Mendoza (GUP)

Start: 12:04pm

1. Approval of Meeting Minutes from October 18, 2017

****Action:** Approve Meeting Minutes from October 18th: 7 -Yes, 0-No, 0- Abstain

2. Curriculum

- a. Elevation- Design Studies

- i. This will be the base degree for the Design departments professional degree programs
- ii. The degree currently is a BA in Art, concentration Design Studies but is no longer housed in the Art department.
- iii. Should there be separate roadmaps for each specialization to ensure students don't fall off path and are directed to choose a specialization as opposed to taking a mix of courses.
 1. Having additional specialization roadmaps is highly suggested to make things clearer for students.
- iv. Add the number of majors in each of their individual programs (Animation, Graphic Design, Industrial Design, Interior Design)
- v. There are no Program Learning Outcomes and Assessment information. These pieces are necessary before the Chancellor's office is able to review.
 1. Committee feels they could not approve without PLO's and assessment mapping information
- vi. Item 3.A- address how this fits with SJSU and college mission

****Action:** Approve sending comments (listed above) back to Design to resubmit: 7-Yes, 0-No, 0- Abstain

- b. Elevation- Ecology and Evolution

- i. The concentration can not come into alignment with the base degree to meet EO 1071.
- ii. Seem to have small enrollment/major numbers.

- iii. There is a PLO (#2) still lists concentration and should be adjusted to state program.
- iv. BIOL 156 seems early on roadmap as it requires BIOL 113 or 114 as a prerequisite. It should be after to allow student to take prerequisite and allow them to be introduced to content before they can master as outlined in the PLOs.
- v. The PLO Matrix uses I, R, M instead of I, D, M. What does 'R' stand for?
- vi. Why are BIOL 118 and 115 options, when 118 is an evolution based course as well as part of their assessment plan?
- vii. Missing the side by side comparison for degree as required of elevation proposal.

****Action:** Conditionally approved pending Ecology and Evolution response to items listed above: 7-Yes, 0-No, 0- Abstain

3. Curriculum Policy Issues (for C&R)

- a. Terminology with Curriculum, so we are all using the same language

Adjourn: 1:02 pm



**SAN JOSÉ STATE
UNIVERSITY**

Undergraduate Studies
November 15, 2017
12:00 noon – 1:00 pm, ADM 144
Agenda

1. Approval of [minutes from 11/1 meeting](#)
2. 12:10pm: Dr. Ashwini Wagle, Chair of Nutrition, Food Science, and Packaging, will provide an overview of the department's overall plan for curriculum changes, and answer questions from UGS members.
3. Materials for three Nutrition proposals can be downloaded from [Curriculog](#)
 - a. Elevation of a BS in Nutritional Science, concentration in Packaging to a BS program in Packaging
 - b. New concentration: BS in Nutritional Science, concentration in Applied Nutrition and Food Sciences
 - c. New concentration: BS in Nutritional Science, concentration in Food ManagementResources for proposal review:
 - The UGS guidelines summarizes the review of **new** BA programs and concentrations ([page 4 of the UGS Guidelines](#)). This checklist corresponds to the template for new program proposals posted on the [SJSU website for curriculum development](#).
4. Department of Environmental Studies: Proposed minor in Environmental Equity and Activism
 - a. In response to our feedback from Oct. 4, the department provided a [memo](#) and a [revised proposal](#), for our review.

Remaining 2017-2018 Meetings:

Fall 2017- December 6, January 31, February 14, February 28, March 14, April 4, April 11, April 25, and May 9

SJSU SAN JOSÉ STATE UNIVERSITY

Undergraduate Studies Committee Minutes

November 15, 2017

Present: Emily Bruce (CASA), Djalaica De Guzman (AS), Jang-Hyung Cho (CoB), Giselle Pignotti (CASA), Maria Fusaro (CoEd), Richard McNabb (HA), Wendy Ng (GUP), Chunhui Peng (HA), Wendy Rouse (COSS)

Absent: Anamika Megwalu (GU),

Guests: Nicole Mendoza (GUP), Ashwini Wagle (Chair, NUFS), Fritz Yambrach (Faculty, NUFS)

Start: 12:05pm

1. Approval of Meeting Minutes from November 1, 2017

****Action:** Approve Meeting Minutes from November 1: 6-Yes, 0-No, 1-Abstain

2. Curriculum

- a. Nutrition Science Proposals Discussion

- i. Department purpose for proposing the program revisions and updates is due to how they plan to move forward.
- ii. Packaging didn't align with their other concentration requirements, they take very few nutrition courses and more science based coursework, it is very interdisciplinary and typically are housed in technology or business departments. This program does not allow the department to come into compliance with EO 1071, due to no commonality in the common core.
- iii. Their specializations were varied tracks, and wanted to create a more focused and easy pathway for students to follow.
- iv. Dietetics is a rigorous program, and made it hard for students to even transfer between internal programs.
- v. They are moving their specializations into concentrations so that students can focus their studies towards their specific tracks, yet still allow for easily changing between programs.
- vi. No new courses, just realigning the coursework with programs.
- vii. There will no longer be a base degree in Nutrition Science, a concentration will have to be chosen at application.
- viii. Note that majors can not take specific NUFS minors, even though they have the course work, due to the 12 different units.
- ix. Packaging proposal has choose 8 major electives, it does not appear possible in catalog materials, however they do offer a 180, but they were told to not list it due to managing offering of the course, instead they list courses by advisement so they can advise students into 8 specific units.

- x. Suggest making the major electives university electives to allow for minor options.
- xi. No changes to Dietetics, they are aligning all the others to align with the core outline for dietetics. Majority of students start in dietetics and then move into other programs, this will allow that process to be more seamless.

b. Elevation of BS NUFS, Packaging

****ACTION:** Approve Nutrition Science BS in Packaging: 9-Yes, 0-No, 0-Abstain

c. NUFS Concentrations

i. Food Management-

- 1. Update to include Student demand based on current enrollments

****ACTION:** Approve BS in NUFS, Food management concentration with minor adjustment to include student demand based on enrollments. 9-Yes, 0-No, 0-Abstain

ii. Applied Nutrition and Food Sciences

- 1. Update to include Student demand based on current enrollments

****ACTION:** Approve BS in NUFS, concentration in Applied Nutrition and Food Sciences with minor adjustment to include student demand based on enrollments. 9-Yes, 0-No, 0-Abstain

d. Environmental Science- Minor in Environmental Equity and Activism

- i. They stated they did express what they are doing about economic equity. They said they updated it to pull it out more.
- ii. They have updated their course work to have the unit count corrected as requested.
- iii. They outlined their process to confirm majors will be advised correctly with their minors (12 units difference).

****ACTION:** Approve ENVS Minor in Environmental Equity and Activism. 9-Yes, 0-No, 0-Abstain

3. BA Math, Preparation for Teaching

- a. This is routed simultaneously with C&R, please see email from Nicole with materials and access to google drive to add questions/comments that can be addressed by C&R when they meet the proposer.

Adjourn: 1:00 pm



**SAN JOSÉ STATE
UNIVERSITY**

Undergraduate Studies
December 6, 2017
12:00 noon – 1:00 pm, ADM 144
Agenda

1. Approval of [minutes from 11/15 meeting](#)
2. Curriculum
 - a. [Design Studies Elevation](#): This is a revision of the proposal we previously reviewed.
 - b. [BA Math Teacher Preparation Integrated Program](#)
 - c. Marine Biology Elevation- [Curriculog](#)
 - d. Art History and Visual Culture Elevation- [Curriculog](#)

Remaining 2017-2018 Meetings:

Spring 2018- January 31, February 14, February 28, March 14, April 4, April 11, April 25, and May 9

SJSU SAN JOSÉ STATE UNIVERSITY

Undergraduate Studies Committee Minutes

December 6, 2017

Present: Emily Bruce (CASA), Djalaica De Guzman (AS), Giselle Pignotti (CASA), Maria Fusaro (CoEd), Anamika Megwalu (GU), Richard McNabb (HA), Wendy Ng (GUP), Chunhui Peng (HA), Wendy Rouse (COSS)

Absent: Jang-Hyung Cho (CoB),

Guests: Nicole Mendoza (GUP),

Start: 12:05pm

1. Approval of Meeting Minutes from November 15, 2017

****Action:** Approve Meeting Minutes from November 15: 7-Yes, 0-No, 0-Abstain

2. Curriculum

a. BA Design Studies-

- i. Our comments were around missing assessment, incorrect student numbers, roadmaps for each specialization
- ii. They did update the roadmaps for the specialization, but they need to be more specific on types of design electives (due specialization course pre/co-requisite requirements)
- iii. They did break out the specialization numbers, however they still included headcount seats and not majors. Please report number of FTE's by overall
- iv. There are issues around when the student portfolios into the BFA/BS degree. This information needs to be clear on their catalog materials.
- v. Roadmap issues around courses being listed but there are hidden prerequisite courses that are not outlined (DSIT 112, requires DSIT 104 which is not listed as a recommended course (DSIT 104 then also requires as a prerequisite 103, all of which are hidden))
- vi. Assessment grid was submitted, but not one course masters the PLO's.
- vii. The assessment plan for this program has to address mastering the PLO's at some point since it will be taken without a BFA.
- viii. Rubrics around PLO's were not included
- ix. Suggest she work with Associate Dean McSharry and/or Undergraduate AD Wendy Ng to update correctly.

****Action:** Approve sending additional feedback request: 7-Yes, 0-No, 0-Abstain

b. BA Math, Preparation for Teaching

- i. CCTC changed their stance on requiring a BA prior to a credential.

- ii. As of summer 17 CCTC was allowing BA to include credential coursework
- iii. There was a call for programs to pilot this and Math was awarded a grant to help design a program around this.
- iv. Concerns around student teaching oversight. Districts have asked for consistency among credential student teaching placement coordinators.
- v. Are they prepared for the scheduling issues that will arise for undergraduate students who are student teaching during the day.
- vi. No letter of support from Credential programs regarding oversight of placement in student teaching. The resource impact to the credential area is not outlined.
- vii. There is a quality concern around the setup of this program.
- viii. Side by Side should include original BA Math Prep for Teaching, compared to Credential courses and new program offering, so we can see what is being removed from programs to create new requirements. Department can work with Nicole Mendoza in GUP on update.
- ix. Provisional approval pending clarification and support letter from single subject placement coordinator about being able to accommodate the resource support needed for placement of students at districts. As well as confirmation by math department to offer courses at night to support students in student teaching placements. Updated side by side.

****Action:** Approve provisionally based on the comments above: 7-Yes, 0-No, 0-Abstain

3. Updates

- a. Inviting Thalia to future meeting about what we should expect and look for when we start seeing more programs like the Math Integrated program.
- b. Cross-listing Issue
 - i. Interdisciplinary vs student experience.
 - ii. Not enough time to fully vett

Adjourn: 1:00 pm



**SAN JOSÉ STATE
UNIVERSITY**

Undergraduate Studies
January 31, 2018
12:00 noon – 1:00 pm, ADM 144
Agenda

1. Approval of [minutes from 12/6 meeting](#)
2. Curriculum updates
3. Curriculum
 - a. [Marine Biology Elevation](#)
 - b. Industrial Technology, Name Change- [Curriculog](#)

Remaining 2017-2018 Meetings:

Spring 2018- January 31, February 14, February 28, March 14, April 4, April 11, April 25, and May 9

SJSU SAN JOSÉ STATE UNIVERSITY

Undergraduate Studies Committee Minutes

January 31, 2018

Present: Jang-Hyung Cho (CoB), Djalaica De Guzman (AS), Giselle Pignotti (CASA), Maria Fusaro (CoEd), Wendy Ng (GUP), Wendy Rouse (COSS)

Absent: Emily Bruce (CASA), Richard McNabb (HA), Anamika Megwalu (GU), Chunhui Peng (HA),

Guests: Nicole Mendoza (GUP),

Start: 12:05pm

1. Updates

- a. Review of what UGS reviewed in the Fall

2. Approval of Meeting Minutes from December 6, 2017

**** Action:** Approve Meeting Minutes from December 6, 2017: 5-Yes, 0-No, 1-Abstain

3. Curriculum

a. Marine Biology Elevation

- i. Side by side for comparison between other concentrations, so that the differences are apparent (core vs major electives) (see Nicole)
- ii. Why list both BIOL and MS 180 as options? Can students actually take 6 units of 180? If not clarify difference and restrictions
- iii. Outline how this compares to other CSU's. Are we the only concentration in, will we be more competitive by offering as full degree?
- iv. Consistency with roadmap as far as how Area R is met (semester 2 says BIOL 118, but year 4 outlines BIOL 115 as the partial area R for BIOL 160)

**** Action:** Request updated materials per above suggestions.

b. Industrial Technology

- i. Inaccuracy in roadmaps and comparison. Comparison is listed with different business courses than roadmap outlines. Options aren't listed as such in roadmap. Tech 136 should be updated on roadmap to 139, since that appears to be listed on other documentation. Create consistency.
- ii. Business Management Minor does not currently exist.
- iii. Clarify their Tech elective to outline by advisement or list specific courses (as it does in the comparison document).
- iv. The Manufacturing and CNSM changes do not align. Manufacturing has not requested catalog updates and therefore does not align with what is

being proposed.

- v. Tech 195 and 199A descriptions in course document are listed as 3 unit and not variable unit courses, and will not allow for them to offer as one unit which they outline on comparison document.

****Action:** Request updated materials per issues outlined above.

Adjourn: 1:02 pm



**SAN JOSÉ STATE
UNIVERSITY**

Undergraduate Studies
February 14, 2018
12:00 noon – 1:00 pm, ADM 144
Agenda

1. Approval of [minutes from 1/31 meeting](#)
2. Discussion of UGS Committee meeting dates
 - a. There are 6 more scheduled meetings for UGS this spring. The dates do not follow a consistent pattern of 1st/3rd or 2nd/4th Wednesdays. Please take a look at your calendars; is there any interest in changing any of the scheduled dates (below)?
3. Curriculum
 - a. [Revised materials: Integrated Math BA](#). The Math department responded to our request for additional/revised materials from our December meeting. The original and updated materials are on the Google Drive. At this meeting, we will discuss the revised materials, in the sub-folder labeled with the “Feb 14” meeting date.

Remaining 2017-2018 Meetings:

Spring 2018- February 28, March 14, April 4, April 11, April 25, and May 9

SJSU SAN JOSÉ STATE UNIVERSITY

Undergraduate Studies Committee Minutes

February 14, 2018

Present: Jang-Hyung Cho (CoB), Djalaica De Guzman (AS), Giselle Pignotti (CASA), Maria Fusaro (CoEd), Richard McNabb (HA), Anamika Megwalu (GU), Chunhui Peng (HA), Wendy Rouse (COSS)

Absent: Emily Bruce (CASA), Wendy Ng (GUP),

Guests: Nicole Mendoza (GUP),

Start: 12:05pm

1. Approval of Meeting Minutes from January 31, 2018

****Action:** Approve Meeting Minutes from January 31, 2018: 4-Yes, 0-No, 3-Abstain

2. Meeting Dates

- a. It was brought up that the schedule was not first and third wednesday. Is this an issue with anyone's schedules?
- b. We may cancel upcoming meetings if no business.

3. Curriculum

a. Math Teacher Preparation Integrated Program

- i. Merging the credential coursework in to the BA Math program.
- ii. Condensing to a single program they seem to be losing a 1-2 unit seminar course from the credential program.
- iii. There is concern they are losing the math content or focus.
- iv. Memo outlining that math is willing to offer courses in late evening.
- v. Resource impact was addressed by stating they would direct grant money to support teacher placement coordinator

****Action:** Approve BA Math Teacher Preparation Program revision based on additional materials requested: 9-Yes, 0-No, 0-Abstain

b. Marine Biology

- i. The side by side does outline the difference in programs showing there is very little commonality.
- ii. A memo outlined response to other questions about BIOL 180 and MS 180, as well as competitiveness
- iii. No updated roadmap was submitted (118 or 115 clarification)

****Action:** Approve BS Marine Biology Elevation: 9-Yes, 0-No, 0-Abstain

Adjourn: 12:42 pm



**SAN JOSÉ STATE
UNIVERSITY**

Undergraduate Studies
March 14, 2018
12:00 noon – 1:00 pm, ADM 144
Agenda

1. Approval of [minutes from 2/14 meeting](#)
2. Curriculum
 - a. [Revision of Design elevation](#). See the revised materials, in the sub-folder labeled "Revision".
 - b. [Art History elevation](#). Art History and Visual Culture elevation proposal.

Remaining 2017-2018 Meetings:

Spring 2018- April 4, April 11, April 25, and May 9

SJSU SAN JOSÉ STATE UNIVERSITY

Undergraduate Studies Committee Minutes

March 14, 2018

Present: Emily Bruce (CASA), Jang-Hyung Cho (CoB), Djalaica De Guzman (AS), Giselle Pignotti (CASA), Maria Fusaro (CoEd), Wendy Ng (GUP), Anamika Megwalu (GU),

Absent: Richard McNabb (HA), Chunhui Peng (HA), Wendy Rouse (COSS)

Guests: Nicole Mendoza (GUP),

Start: 12:07pm

1. Approval of Meeting Minutes from February 14, 2018

****Action:** Approve Meeting Minutes from February 14, 2018: 5-Yes, 0-No, 1-Abstain

2. Curriculum

- a. Design Studies Elevation

- i. Reviewing updated materials we requested after the November meeting
- ii. Did not send memo outlining changes updated
- iii. Appears to be using the correct major numbers from IEA.
- iv. No Mastery for PLO #1, they are Introduced and Developed but it appears it is never mastered.
- v. PLO #2 is missing Introduced
- vi. Assessment schedule does not include PLO #1 and PLO #6
- vii. Clean up assessment pieces with Wendy and Nicole before moving on to C&R.

****Action:** Approve Design Studies elevation pending clean up of assessment documents: 8-Yes, 0-No, 0-Abstain

- b. Art History and Visual Culture Elevation

- i. First review by UGS, but we already notified them of updates to proposal based on review of a previous similar proposal.
- ii. Justification was not strong and has been asked to update with more information as to why they need to elevate beyond core doesn't align.
 - a. Address Thalia's concerns around that
 - b. Comparison of other CSU's and what they are doing with similar program
- iii. Suggest including History courses be included to give more of a historical period background.
- iv. There does not seem to be enough enrollment to warrant being its own

major. Enrollments are low and courses cross with Art studio practice degree.

- v. PLO#4 is not introduced in Alignment matrix
- vi. Assessment Matrix includes vague information about upper division courses and assessment.
- vii. Assessment schedule needs to be updated to reflect future plan for assessment.
- viii. Noted that there is not a lot of differentiation between ULGs and PLO's and would like to see it more precise in differences.

Adjourn: 1:03 pm



**SAN JOSÉ STATE
UNIVERSITY**

Undergraduate Studies
May 9, 2018
12:00 noon – 1:00 pm, ADM 144
Agenda

1. Approval of [minutes from 3/14 meeting](#)
2. Curriculum
 - a. Name change of a concentration in [Computer Network System Management \(CNSM\)](#).
 - b. Proposal for a new program: [Liberal Studies Teacher Preparation - Integrated Teacher Education Program \(LSTP-ITEP\)](#)
 - c. Tentative: [Revised Art History](#) and Visual Culture elevation proposal.
3. Discussion on election of UGS Chair for AY 18/19

Remaining 2017-2018 Meetings:

None

SJSU SAN JOSÉ STATE UNIVERSITY

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Present: Emily Bruce (CASA), Jang-Hyung Cho (CoB), Maria Fusaro (CoEd), Djalaica De Guzman (AS), Richard McNabb (HA), Chunhui Peng (HA), Giselle Pignotti (CASA), Wendy Ng (GUP),

Absent: Anamika Megwalu (GU), Wendy Rouse (COSS)

Guests: Nicole Mendoza (GUP),

Start: 12:04pm

1. Approval of Meeting Minutes from March 14, 2018

****Action:** Approve Meeting Minutes from March 14, 2018: 5-Yes, 0-No, 1-Abstain

2. Curriculum

a. Industrial Technology, Concentration Name Change to CNSM

i. Department addressed all that was requested for updates

****Action:** Approve Industrial Technology Name Change: 7-Yes, 0-No, 0-Abstain

b. Art History and Visual Culture Elevation

i. Does not completely address the course listing issue in the Curriculum Matrix. The courses need to be identified more clearly.

ii. Coursework should be bold not the level of development

iii. Assessment schedule is still too broad of scope, for instance it references (pages 4 and 5 in proposal) PLO 1 implemented in Year 18-19 what does that mean?

iv. Assessment schedule should reflect what will happen moving forward under the new degree not as they are moving forward.

v. Lack of formatted headers in Assessment schedule is creating confusion.

vi. PLO's are still overlapping

vii. PLO Matrix needs to be updated to reflect CSU formatting standards

viii. Work with GUP office over the summer to update the PLO structure and matrix formatting

ix. The items from the UGS memo were addressed in the memo from Associate Dean but did not translate back into the proposal which it will need to do before moving to the CO.

x. Include a short paragraph as to why their PLOs are met in the ways that they are.

xi. Memo requesting them to work with GUP to update what is above

c. Liberal Studies Teacher Prep ITEP Review

- i. They are over 120 units
- ii. Ask for a summer session semester
- iii. Hold for Fall review to ensure we understand what will be required of ITEP proposals

Adjourn: 12:56 pm