

2019-2020 Year-End Committee Report Form

Committee: Undergraduate Studies

Chair:
Maria Fusaro

Chair-Elect for 2020-2021:
Maria Fusaro
408-924-3740

Number of Meeting held:
12

Zip 0075
maria.fusaro@sjsu.edu

(Please include phone/zip/email if available)

Items of Business Completed 2019/2020

See List on next page.

Unfinished Business Items from 2019/2020

1. Elevation of the BFA Art: Concentration in Animation/Illustration to a 120-unit BFA, Animation/Illustration program; Conditional approval
- 2.
- 3.

New Business Items for 2020/2021

- 1.
- 2.
- 3.

Please return to the Office of the Academic Senate (ADM 176/0024) by June 16, 2020.

Advise on policies relevant to undergraduate education

1. Provided feedback to Organization and Government committee about proposed structural changes to the charge and membership of BOGS

Review and coordinate the undergraduate curriculum and its development

1. Department/Program Name Changes, reviewed and approved
 - a. Department Name Change: *Health Science and Recreation* Department has been changed to *Public Health and Recreation*.
2. New Concentrations, reviewed and approved
 - a. BS Justice Studies, Concentration in Legal Studies
 - b. BS Public Health, Concentration in Population Data Science
 - c. BS Public Health, Concentration in Community Health Education
 - d. BS Forensic Science, Concentration in Digital Evidence
3. New Minors, reviewed and approved
 - a. Aerospace Engineering
 - b. Art and Art History: Pictorial Art, Digital Media Art, Sculpture, Ceramic Art
 - c. School of Journalism & Mass Communications: Digital Media in Communication
 - d. African American Studies, Comparative U.S. Race and Ethnic Relations (CRER)
 - e. Design, Interaction Design
4. Program Discontinuations, reviewed and approved
 - a. Discontinuation of BS Public Health, Concentration in Health Services Administration
 - b. Discontinuation of BS Applied Mathematics, Concentration in Economics and Actuarial Science

Review and make recommendations on proposed departmental honors programs.

1. Review and approval of the designation of “Honors Program – Humanities” as Honors in Special Course sequence.
2. Surveyed Department Chairs to confirm details on existing departmental honors programs and survey interest in implementing new departmental honors programs and Honors in Special Course sequence (S17-13, University Policy, Undergraduate Student Honors at SJSU).



Undergraduate Studies Committee

Meeting #1 Agenda

Sept 11, 2019

12:00 noon – 1:00 pm, ADM 144

1. Introductions
 - a. Welcome new and returning members
 - b. Charge of the Undergraduate Studies Committee: Reviews and coordinates the undergraduate curriculum and its development; advises on policies relevant to undergraduate education; encourages and supports curricular innovation on campus; formulates or considers and makes recommendations on policy for awarding honors to undergraduate students; reviews and makes recommendations on proposed departmental honors programs; and members serve as liaisons to their respective units
 - c. [Curriculum forms and procedures for new and revised programs](#). Please take a look at this website, and bookmark it for future reference.
2. Approval of [minutes from April 24](#) meeting
3. Discuss [proposed changes to BOGS](#)
 - a. In addition to changes being proposed to the **content** of GE at the university and CSU-level, there are proposed changes to the **charge/membership** of the Board of General Studies (BOGS) at SJSU. We have been asked by the Organization and Government committee to provide feedback about these proposed structural changes to the charge and membership of BOGS.
4. Discussion of Justice Studies Department's revised proposal for a Concentration in Legal Studies
 - a. Note: The original and revised materials are uploaded into [Curriculog](#). Use your normal SJSUOne login information. The newest versions are those that were uploaded on September 4, 2019.

Upcoming 2019-2020 Meetings:

2019: 9/25, 10/16, 10/23, 11/06, 11/20, 12/04

2020: 1/29, 2/12, 2/26, 3/11, 3/25, 4/8, 4/22, 5/06



Undergraduate Studies Committee

Meeting #2 Agenda

September 25, 2019
12:00 noon – 1:00 pm, ADM 144

1. Call to Order
2. Approval of [Minutes of September 11, 2019](#)
3. Department Name Change: [Health Science & Recreation](#)
4. Discuss [Honors Programs Policy](#)
 - a. We mentioned at our first meeting, that our committee's charge includes "reviews and makes recommendations on proposed departmental honors programs." For the current meeting, we will have an opportunity to begin discussing the existing policies around honors programs.
 - b. [List of Department Honors Programs](#)
5. Adjournment

Upcoming 2019-2020 Meetings:

2019: 10/16, 10/23, 11/06, 11/20, 12/04

2020: 1/29, 2/12, 2/26, 3/11, 3/25, 4/8, 4/22, 5/06

Undergraduate Studies Committee

Meeting #3 Agenda

October 16, 2019
12:00 noon – 1:00 pm, ADM 144

1. Call to Order
2. Approval of [Minutes of September 25, 2019](#)
3. Continued discussion of [Honors Programs Policy](#)
 - a. We mentioned at our first meeting, that our committee's charge includes "reviews and makes recommendations on proposed departmental honors programs." During the second meeting, we discussed the existing policies around honors programs and Sarah/Colleen developed a [department survey](#) with information about honors programs currently offered at SJSU. These would most likely be completed by Department Chairs. **Please click through the draft department survey** (fill in answers to be able to see each page, but do not hit "submit" at the end"). We will discuss and provide feedback about the format and questions.
4. New Minor: [Aerospace Engineering](#) - *Time Certain: 12:15 p.m. with Nikos Mourtos*
5. Begin discussion of Program Revision and New Concentrations: [BS in Public Health with Population Data Science and Community Health Education concentrations](#)
6. Adjournment

Upcoming 2019-2020 Meetings:

2019: 10/23, 11/06, 11/20, 12/04

2020: 1/29, 2/12, 2/26, 3/11, 3/25, 4/8, 4/22, 5/06



Undergraduate Studies Committee

Meeting #4 Agenda

October 23, 2019

12:00 noon – 1:00 pm, ADM 144

1. Call to Order
2. Approval of [Minutes of October 16, 2019](#)
3. Discussion of Program Revision and New Concentrations: [BS in Public Health with Population Data Science and Community Health Education concentrations](#)
 - a. A Marcelle Dougan and Anji Buckner from the Department of Health Science and Recreation will attend to discuss the proposal at 12:00 PM.
4. Continued discussion of [Honors Programs Policy](#)
 - a. Our committee's charge includes "reviews and makes recommendations on proposed departmental honors programs." Here is the updated [department survey](#) to be completed by Department Chairs, or another person they forward it to. We will provide any remaining feedback about the format and questions.
5. Begin discussion of [Program Revision: BA in Political Science](#)<https://forms.gle/mufK6EyyHEBkvwGj7>
6. Adjournment

Upcoming 2019-2020 Meetings:

2019: 11/06, 11/20, 12/04

2020: 1/29, 2/12, 2/26, 3/11, 3/25, 4/8, 4/22, 5/06



Undergraduate Studies Committee

DRAFT Meeting #5 Agenda

November 6, 2019
12:00 noon – 1:00 pm, ADM 144

1. Call to Order
2. Approval of Minutes of [October 23, 2019](#)
3. Begin discussion of [Forensic Science BS, new concentration in Digital Evidence](#)
4. Begin discussion of [Social Work, BA program revision](#)
5. Begin discussion of [General Engineering, BS program revision](#)
6. Begin discussion of [Art, BA concentration revisions and two new minors](#)
7. Adjournment

Upcoming 2019-2020 Meetings:

2019: 11/20, 12/04

2020: 1/29, 2/12, 2/26, 3/11, 3/25, 4/8, 4/22, 5/06



Undergraduate Studies Committee

DRAFT Meeting #5 Agenda

November 20, 2019

12:00 noon – 1:00 pm, **ADM 167** Note location**

1. Call to Order
2. Approval of Minutes of [October 23, 2019](#)
3. Approval of Minutes of [November 6, 2019](#)
4. The [Honors program survey](#) has been updated, based on our prior feedback.
 - a. If you have any additional feedback, please email it to Sarah before this meeting, so we can finalize it.
5. Discussion of [Art, BA concentration revisions and two new minors](#)
 - a. New minor - Pictorial Art
 - b. New minor - Web Development (within Digital Media Art program)
 - c. Program revision, BA Studio practice
 - d. Program revision, BA Studio practice, prep for teaching
 - e. Program revision, BFA in Digital Media Art
 - f. New minor - Digital Media Art (defer to December)
 - g. New minor - Sculpture (defer to December)
 - h. New minor - Ceramic Art (pending official college approval; defer to December)
6. Revisions - Public Health concentrations and program revisions
 - a. [This folder](#) includes the UGS feedback memo, and the revised documents that address it.
7. Begin discussion of [Digital Media Minor](#), from Journalism Dept
8. Begin discussion of [Comparative U.S. Race and Ethnic Relations](#) -New minor
9. Adjournment

Upcoming 2019-2020 Meetings:

2019: 12/04

2020: 1/29, 2/12, 2/26, 3/11, 3/25, 4/8, 4/22, 5/06



Undergraduate Studies Committee

DRAFT Meeting #7 Agenda

December 4, 2019

12:00 noon – 1:00 pm, ADM 144

1. Call to Order
2. Approval of Minutes of [October 23, 2019](#)
3. Approval of Minutes of [November 6, 2019](#)
4. Approval of Minutes of [November 20, 2019](#)
5. Discussion of [Art, BA 5 new minors](#). (12:05) Department will be represented by Rhonda Holberton, College Curriculum Committee representative and Digital Media Art faculty member.
 - a. New minor - Pictorial Art
 - b. New minor - Web Development (within Digital Media Art program)
 - c. New minor - Digital Media Art
 - d. New minor - Sculpture
 - e. New minor - Ceramic Art (pending official college approval)
6. Defer to 1/29 and 2/12 as necessary
 - a. Discussion of [Revised Aerospace Engineering Minor](#)
 - b. Discussion of request to discontinue [BS Applied Mathematics, Concentration in Economics and Actuarial Science](#) Discussion of [New Interaction Design Minor](#)
 - c. Discussion of [Honors Program - Humanities](#)
7. Adjournment

Upcoming 2019-2020 Meetings:

2020: 1/29, 2/12, 2/26, 3/11, 3/25, 4/8, 4/22, 5/06



Undergraduate Studies Committee

DRAFT Meeting #8 Agenda

January 29, 2020

12:00 noon – 1:00 pm, ADM 144

1. Call to Order
2. Approval of [Minutes of December 4, 2019](#)
3. Discussion of [Revised Aerospace Engineering Minor](#)
 - The Google folder also includes:
 - a. A document for us that provides examples of other STEM minors that also had many pre-requisite courses.
 - b. A document that shows a draft catalog copy for the Aerospace Engineering Minor. Sarah has worked with the department chair to draft this document.
4. Discussion of [Revised Comparative U.S. Race and Ethnic Relations \(CRER\) Minor](#)
5. Discussion of [New Interaction Design Minor](#)
6. Discussion of [Honors Program - Humanities](#)
 - a. Current [Humanities Honors Program](#)
7. Adjournment

Upcoming 2019-2020 Meetings:

2020: 2/12, 2/26, 3/11, 3/25, 4/8, 4/22, 5/06

Notes: Undergraduate curriculum changes for 2020-2021 Academic Catalog should be approved by UGS on or before 3/11. This excludes any curriculum that needs to be sent to the Chancellor's Office after campus approval - this deadline was at the first November meeting.



Undergraduate Studies Committee

DRAFT Meeting #8 Agenda

February 12, 2020

12:00 noon – 1:00 pm, ADM 144

1. Call to Order
2. Approval of [Minutes of December 4, 2019](#)
3. Approval of [Minutes of Jan 29, 2020](#)
4. Discussion of [Honors in the Humanities Honors Program](#)

Some additional background information about the program has been added to the Google Drive.
5. Discontinuation of [BS Applied Mathematics, Concentration in Economics and Actuarial Science](#)
6. Discussion of [Revised Aerospace Engineering Minor](#)

The Google folder also includes a document that shows a draft catalog copy for the Aerospace Engineering Minor. Sarah has worked with the department chair to draft this document.
7. Discussion of [New Interaction Design Minor](#)
8. Adjournment

Upcoming 2019-2020 Meetings:

2020: 2/26, 3/11, 3/25, 4/8, 4/22, 5/06

Notes: Undergraduate curriculum changes for 2020-2021 Academic Catalog should be approved by UGS on or before 3/11. This excludes any curriculum that needs to be sent to the Chancellor's Office after campus approval - this deadline was at the first November meeting.



Undergraduate Studies Committee

Meeting #9 Agenda

February 26, 2020

12:00 noon – 1:00 pm, ADM 144

1. Call to Order
2. Approval of [Minutes of Feb 12, 2020](#)
3. Discussion of Revised materials for the proposed [Interaction Design Minor](#)
 - a. 12:20 We will speak with proposal originator Josh Nelson by phone, for an overview and to answer questions
4. Adjournment

Upcoming 2019-2020 Meetings:

2020: 3/11, 3/25, 4/8, 4/22, 5/06

Notes: Undergraduate curriculum changes for 2020-2021 Academic Catalog should be approved by UGS on or before 3/11. This excludes any curriculum that needs to be sent to the Chancellor's Office after campus approval - this deadline was at the first November meeting.



Undergraduate Studies Committee

Meeting #10 Agenda

March 11, 2020

12:00 noon – 1:00 pm, ADM 144

1. Call to Order: Zoom link:
<https://sjsu.zoom.us/j/206948795?pwd=Y0hFYzYwcHFiaVBPTDIGRHVnZHZuZz09>
2. Approval of [Minutes of Feb 26, 2020](#)
3. Discussion of [revised proposal for a Minor in Digital Media Art](#) (Department of Art and Art History)
4. Adjournment

Upcoming 2019-2020 Meetings:

2020: 3/25, 4/8, 4/22, 5/06

Notes: Undergraduate curriculum changes for 2020-2021 Academic Catalog should be approved by UGS on or before 3/11. This excludes any curriculum that needs to be sent to the Chancellor's Office after campus approval - this deadline was at the first November meeting.



Undergraduate Studies Committee

Meeting #10 Agenda

April 8, 2020

12:00 noon – 1:00 pm, ZOOM

1. Call to Order: [Zoom link](#) (Passcode: 010200).
2. Approval of [Minutes of March 11, 2020](#)
3. [Discussion of Honors Program survey results](#)
4. Adjournment

Canceled 2019-2020 Meetings: 3/25

Upcoming 2019-2020 Meetings: 4/22, 5/06



Undergraduate Studies Committee

Meeting #1

Sept 11, 2019 from 12:00-1:00 pm
ADM 144

Present: Maria Fusaro (Chair, Education), Colleen Haight (Interim AD Undergraduate Education, EXO), Tamar Semerjian (Health and Human Sciences), Jang Cho (Business, A&F), Alaric Trousdale (General Unit), Fred Cohen (Humanities and the Arts), Bem Cayco (Science), Cary Feria (Social Sciences), Anoop Kaur (Student)

Excused: Ishie Eswar (Engineering)

Guests: Sarah Schraeder (Staff Support, Recording)

1. **Introductions & Call to Order.** Maria Fusaro called the meeting to order at 2:06 p.m. and welcomed new and returning members. The members shared introductions.

Fusaro and committee members reviewed the list of Associate Deans: Roula Svorou, College of Humanities & the Arts; Ron Rogers, College of Social Sciences; Meghna Virick, College of Business; Jinny Rhee, College of Engineering; Marcos Pizarro, College of Education; Matthew Masucci, College of Health and Human Sciences; Elaine Collins, College of Science.

- a. **Charge of the Undergraduate Studies Committee.** Fusaro reviewed the charges of the committee. UGS reviews and coordinates the undergraduate curriculum and its development; advises on policies relevant to undergraduate education; encourages and supports curricular innovation on campus; formulates or considers and makes recommendations on policy for awarding honors to undergraduate students; reviews and makes recommendations on proposed departmental honors programs; and members serve as liaisons to their respective units. Honors programs are also reviewed by UGS.
 - i. Question about if a revised Honors program is reviewed by UGS. This will be a future agenda item. It might be interesting to figure out the range of requirements for departmental honors.
 - b. **Curriculum forms and procedures for new and revised programs.** Fusaro requested members review the Curriculum website and bookmark it for future reference.
2. **Approval of Minutes from April 24 Meeting.** The minutes from April 24, 2019 were approved as distributed.
 3. **Discuss Proposed Changes to BOGS.** In addition to changes being proposed to the *content* of GE at the university and CSU-level, there are proposed changes to the

charge/membership of the Board of General Studies (BOGS) at SJSU. The committee has been asked by the Organization and Government committee to provide feedback about these proposed structural changes to the charge and membership of BOGS.

- a. The committee discussed the proposed changes:
 - i. Restriction to tenured professors.
 - ii. The document only discussed the reduction of duties from BOGS and not where the duties will be placed. Program Planning according to this draft will receive most of the duties and there was a discussion about knowledge about the importance of General Education, especially the budget implications.
 - iii. The committee members serve for a three year term, in an effort to align with other committees.
 - iv. Suggestion for adding another seat for a student representative.
 - v. The committee discussed how regularly the GE courses will be reviewed after approval with the recommended revisions to BOGS.
 - vi. The committee discussed that this might not be the best time to restructure BOGS, because there are a lot of things in the air with General Education. E.g., will someone be a GE assessment lead? There are a lot of things in motion at this point, so there should be some pause before moving forward.

4. Discussion of Justice Studies Department's revised proposal for a Concentration in Legal Studies. Fusaro introduced the proposal Note: The original and revised materials are uploaded into [Curriculog](#). Use your normal SJSUOne login information. The newest versions are those that were uploaded on September 14, 2019.

- a. 0-3 methodology units - the major form (used by graduation evaluators) lists that you have to take one, but proposal document lists 0-3 units. Roadmap has flexibility. Need these documents to align with each other.
- b. The committee went through letter and reviewed how proposal was updated.
- c. E.g., Minor is now recommended rather than strongly recommended (there is not much room in the roadmap for a minor).
- d. Cho proposed, Bem seconded, and the committee unanimously approved the proposal conditionally, pending edits.

5. Upcoming 2019-2020 Meetings.

- a. **Fall 2019:** 9/25, 10/16, 10/23, 11/06, 11/20, 12/04
- b. **Spring 2020:** 1/29, 2/12, 2/26, 3/11, 3/25, 4/8, 4/22, 5/06

6. Adjourn. The meeting adjourned at 1:03 p.m.



Undergraduate Studies Committee

Meeting #2

September 25, 2019 from 12:00-1:00 p.m.
ADM 144

Present: Maria Fusaro (Chair, Education), Colleen Haight (Interim AD Undergraduate Education EXO), Ishie Eswar (Engineering), Tamar Semerjian (Health and Human Sciences), Jang Cho (Business, A&F), Alaric Trousdale (General Unit), Fred Cohen (Humanities and the Arts), Bem Cayco (Science), Cary Feria (Social Sciences), Anoop Kaur (Student)

Guests: Sarah Schraeder (Staff Support, Recording)

1. **Call to Order.** Maria Fusaro called the meeting to order at 12:05 p.m.
2. **Approval of Minutes of September 11, 2019.** The minutes of September 11, 2019 were approved unanimously as distributed with one abstention.
3. **Department Name Change: [Health Science & Recreation](#).** The committee discussed the request to change the department name from Health Science & Recreation to Public Health & Recreation. It was shared that the program submitted a proposal to change the program name last academic year. The rationale to change the department name captures the degree programs in the department and evolving professional practice. The department also developed a strategic plan out of which this proposal was derived. C. Haight moved, F. Cohen, and the committee voted to unanimously approve the proposal to change the department name from Health Science & Recreation to Public Health & Recreation. The proposal will be sent to Curriculum and Research Committee for review and recommendation.
4. **Discuss [Honors Programs Policy](#).** It was discussed in the meeting #1 that the committee's charge includes "reviews and makes recommendations on proposed departmental honors programs." The committee discussed existing policies around honors programs.
 - a. [S17-13](#), University Policy, Undergraduate Student Honors at SJSU identifies a new type of honors program, Honors in a Special Course Sequence.
 - i. The committee identified a series of questions about this type of a program.
 - b. The committee discussed the number of Department honors programs at SJSU and how it is not known whether programs follow the procedural requirements and meet the program criteria laid out in the policy.
 - c. Members discussed perspectives from their department, such as identifying Honors courses with an "H" after the course number.

- d. The committee discussed reviewing the departmental honors programs. Discussed whether Honors program requirements are, or could be, included in the program planning review. Discussed whether to ask departments about their Honors programs, through a simple Google form, organized by the Undergraduate Education office. It could also ask if departments that do not have a department honors program are interested in working on one? This would make it an informative yet brief audit.
 - i. If anyone is interested in a UGS leadership opportunity, members could work on campus-level support for Honors programs, separate or a part of the Google form process. C. Haight brought up that this could come up at the associate deans meeting. The committee decided that C. Haight would share the policy with the associate deans and S. Schraeder will prepare an excel sheet with all departmental honors and develop a survey to distribute to the departments to share at the next scheduled UGS meeting.
 - ii. There was consensus that departmental honors programs will vary, because Departments customize them. However, the committee should ensure that the policy requirements of each program are being adhered to.

5. Upcoming 2019-2020 Meetings.

- a. **Fall 2019:** 10/16, 10/23, 11/06, 11/20, 12/04
- b. **Spring 2020:** 1/29, 2/12, 2/26, 3/11, 3/25, 4/8, 4/22, 5/06

6. Adjourn. The meeting adjourned at 12:59 p.m.



Undergraduate Studies Committee

Meeting #3 Minutes

October 16, 2019

12:00 noon – 1:00 pm, ADM 144

Present: Maria Fusaro (Chair, Education), Colleen Haight (Interim AD Undergraduate Education EXO), Ishie Eswar (Engineering), Tamar Semerjian (Health and Human Sciences), Jang Cho (Business, A&F), Alaric Trousdale (General Unit), Fred Cohen (Humanities and the Arts), Bem Cayco (Science), Cary Feria (Social Sciences)

Excused: Anoop Kaur (Student)

Guests: Sarah Schraeder (Staff Support, Recording)

1. **Call to Order.** M. Fusaro called the meeting to order at 12:02 p.m.
2. **Approval of Minutes of September 25, 2019.** The minutes were approved as distributed.
3. **Continued discussion of [Honors Programs Policy](#).** The committee discussed and revised a department survey about honors programs currently offered at SJSU.
4. **New Minor: Aerospace Engineering.** The committee welcomed Nikos Mourtos. The reason the department is submitting a proposal for a minor is to allow non-aerospace engineering students to learn about aerospace engineering fundamental applications. In the first proposal (AY 18-19), the minor proposal did not consider the variety of prerequisites that would be required. The current proposal has streamlined the course sequence and thus included the mathematics and physics prerequisites needed for the program. Discussed the feasibility of other engineering students to take the minor due to the high unit engineering major. Discussed that advisors need to discuss the unit requirements with students, to be sure they can complete the degree in a timely way (<150).
 - a. The committee recommended listing the prerequisites required for the minor, which in total can not exceed 24 units. After accounting for prerequisites, either an elective course will need to be removed (6 units instead of 9) or MATH 32 would need to be dropped as a prerequisite (to reduce prerequisites by 3). Request to add that minors can take any 100W course. Request to make sure that catalog has correct prerequisites listed.
 - b. I. Eswar motioned, T. Semerjian seconded, and the committee voted to request a revise and resubmit for the minor proposal.

5. **Begin discussion of Program Revision and New Concentrations: BS in Public Health with Population Data Science and Community Health Education concentrations.** S. Schraeder will invite representatives from the department to discuss the proposal at the 10/23 meeting.
6. **Adjournment.** The meeting adjourned at 1:03 p.m.

Upcoming 2019-2020 Meetings:

2019: 10/23, 11/06, 11/20, 12/04

2020: 1/29, 2/12, 2/26, 3/11, 3/25, 4/8, 4/22, 5/06



Undergraduate Studies Committee

DRAFT Meeting #4 Minutes

October 23, 2019

12:00 noon – 1:00 pm, ADM 144

Present: Maria Fusaro (Chair, Education), Colleen Haight (Interim AD Undergraduate Education EXO), Tamar Semerjian (Health and Human Sciences), Jang Cho (Business, A&F), Fred Cohen (Humanities and the Arts), Bem Cayco (Science), Cary Feria (Social Sciences), Anoop Kaur (Student)

Excused: Ishie Eswar (Engineering), Alaric Trousdale (General Unit)

Guests: Sarah Schraeder (Staff Support, Recording)

1. **Call to Order.** M. Fusaro called the meeting to order at 12:00 p.m.
2. **Approval of Minutes.** The minutes of October 16, 2019 were approved as distributed.
3. **Discussion of Program Revision and New Concentrations: BS in Public Health with Population Data Science and Community Health Education concentrations.**
 - a. The committee shared introductions and welcome Marcelle Dougan and Anji Buckner from the Department of Health Science and Recreation. Dougan and Buckner developed the proposal and Dougan is the program coordinator for the undergraduate program.
 - b. Redesigned the program to reflect what is needed for a public health program, including considering transfer students and community college programs.
 - c. Requesting to discontinue the Health Services Administration and create two new concentrations. The faculty in the department believe that these concentrations will better prepare their majors for the workforce and graduate programs. The two new concentrations also better aligns with the faculty expertise in the department. The general concentration requires a general electives in the major, so a variety of minors are suggested for students to steer students in some side of co.
 - d. There has been a lot of positive feedback from the department and college about the program. The department is excited to bring about the changes for the program. It feels like the right time to align with other changes in the department, such as the department name change, recently approved by UGS.
 - e. The committee discussed the proposal as follows:

- i. Asked about the number of units in the concentration being similar to unit requirements for minors.
 - ii. There is a bottleneck concern shared in the support letters for math and science courses. The students could choose to take another concentration or complete these courses at community colleges.
 - iii. New courses: where are they in the approval process? They are currently in the college curriculum committee.
 - iv. What is population data science? Basically data science with population and health focus. The epidemiology piece. The biostatistics piece is a tool. Build and use data to do the analysis.
 - v. Using SAS data management softwares were requested by industry. Some SPSS will be used in the program.
 - vi. The department created a separate leadership series. The internship will be going from 6 units to 4 units. Currently students are doing the prep and the internship at the same time and now it will be required to separate. The internship was moved up one semester so the preparation section can come beforehand.
 - vii. The general program transfer roadmap with a minor has a line for HS 199 or population elective. Currently some students are coming in with an Intro to Public Health. If they do not, the elective will be waived.
 - viii. Assessment Plan. Great start, but streamline a little bit. In both concentration applications, item 6 is how common material addresses PLOs. That section should focus more on the core and potentially the capstone in each concentration.
 - ix. Discussed the meaning of data science and the name of the population data science concentration in the proposal.
 - x. The committee discussed that the distinctiveness
- f. The committee requested revisions as follows:
- i. Add the current program in the side-by-side comparison.
 - ii. The proposers will submit a list of all courses with course description and grading options.
 - iii. The department will discuss and consider proposing a PH prefix since with the department name changed .
 - iv. The department will submit paperwork to discontinue the concentration in Health ServicesAdministration.
 - v. HS 159 is listed as capstone for the general program, but on Appendix VI, the BS in Public Health general is a choice. It should be corrected to list only list HS 159.

- vi. HS 102 was not on both concentration roadmaps and the roadmap will added more clearly. CHE lists HS 184 but should be 183.
 - vii. The department will complete the Assessment Map and Schraeder will send the template document in addition to the matrix template.
 - viii. Requesting a document that elaborates on how advising will be completed for bottleneck courses.
 - ix. Clarify the rationale for adding Anatomy because Physiology is not required. Expand why it is important to include them because these are highly impacted courses.
- g. T. Semerjian motioned, A. Kaur seconded, and the committee unanimously to recommend

4. Continued discussion of Honors Programs Policy.

- a. The committee's charge includes "reviews and makes recommendations on proposed departmental honors programs." The committee reviewed the updated department survey to be completed by Department Chairs, or another person they forward it to.

5. Begin discussion of Program Revision: BA in Political Science. Request to clarify how the revision will affect the assessment. Will clarify if there is enough student demand to offer all three courses and from the perspective if students can graduate in the fall - planned offering concurrently. J. Cho motioned, T. Semerjian, and the committee voted unanimously to conditionally approve the proposal.

6. Adjournment. The meeting adjourned at 1:02 p.m.

Upcoming 2019-2020 Meetings:

2019: 11/06, 11/20, 12/04

2020: 1/29, 2/12, 2/26, 3/11, 3/25, 4/8, 4/22, 5/06



Undergraduate Studies Committee

DRAFT Meeting #5 Minutes

November 6, 2019

12:00 noon – 1:00 pm, ADM 144

Present: Maria Fusaro (Chair, Education), Colleen Haight (Interim AD Undergraduate Education EXO), Ishie Eswar (Engineering), Alaric Trousdale (General Unit), Anoop Kaur (Student)

Excused: Bem Cayco (Science), Cary Feria (Social Sciences), Tamar Semerjian (Health and Human Sciences), Jang Cho (Business, A&F), Fred Cohen (Humanities and the Arts)

Guests: Sarah Schraeder (Staff Support, Recording)

1. **Call to Order.** M. Fusaro called the meeting to order at 12:06 p.m.
2. **Approval of Minutes.** The minutes of [October 23, 2019](#) were conditionally approved unanimously, after A. Kaur motioned, and M. Fusaro seconded.
3. **Begin discussion of [Forensic Science BS, new concentration in Digital Evidence.](#)**
 - a. Department included documents separately, but also in the main document. This makes it difficult to review the proposal.
 - b. Request to submit course descriptions and grading options for the catalog for FS 172 and 173.
 - c. Add “Computer Systems I-III” and “In consultation with advisor” language to the section.
 - d. Side by side comparison (page 11) does not include JS 189.
 - e. Support letter from Tech because program lists electives from department.
 - f. Maria Fusaro will request revisions. I. Eswar motioned, A. Trousdale seconded, and the members
4. **Begin discussion of [Social Work, BA program revision.](#)** The committee reviewed and discussed the proposal. The committee approved the proposal with the condition that other members review and recommend approval electronically.
5. **Begin discussion of [General Engineering, BS program revision.](#)** The committee reviewed and discussed the proposal.
 - a. Mathematics not included as a potential minor when there are a lot of

engineering students that take a lot of math courses.

- b. Recommend that assessment plan include a table to identify I, D, M map.
 - c. The committee approved the proposal with the condition that other members review and recommend approval electronically.
- 6. Begin discussion of [Art, BA concentration revisions and two new minors](#).** M. Fusaor will invite the department chair.
- 7. Adjournment.** The meeting adjourned at 1:00 p.m.

Upcoming 2019-2020 Meetings:

2019: 11/06, 11/20, 12/04

2020: 1/29, 2/12, 2/26, 3/11, 3/25, 4/8, 4/22, 5/06

* Send survey for final committee.



Undergraduate Studies Committee

DRAFT Meeting #5 Minutes

November 20, 2019

12:00 noon – 1:00 pm, ADM 167

Present: Maria Fusaro (Chair, Education), Bem Cayco (Science), Cary Feria (Social Sciences), Jang Cho (Business, A&F), Fred Cohen (Humanities and the Arts), Anoop Kaur (Student)

Excused: Tamar Semerjian (Health and Human Sciences), Colleen Haight (Interim AD Undergraduate Education EXO), Ishie Eswar (Engineering), Alaric Trousdale (General Unit),

Guests: Sarah Schraeder (Staff Support, Recording)

1. **Call to Order.** M. Fusaro called the meeting to order at 12:03 p.m.
2. **Approval of Minutes.** The minutes of November 6, 2019 were deferred.
3. **The Honors Program Survey.** The committee reviewed the final survey about Honors Programs @ SJSU. Sarah Schraeder will distribute the survey on behalf of UGS.
4. **Discussion of Art, BA concentration revisions and two new minors.**
 - a. New minor - Pictorial Art
 - i. Should say 4 courses in the Minor Requirements section.
 - b. New minor - Web Development
 - i. A lot of overlap with Digital Media Art.
 - c. Program revision, BA Studio practice.
 - i. Did not address which minor students should take. Accreditor suggests a minor.
 - d. Program revision, BA Studio practice, prep for teaching
 - e. Program revision, BFA in Digital Media Art
 - f. New minor - Digital Media Art (defer to December)
 - g. New minor - Sculpture (defer to December)

h. New minor - Ceramic Art (pending official college approval; defer to December)

5. Revisions - Public Health Concentrations and Program Revisions. The committee reviewed the revised proposal.

- a. The course descriptions document incorrectly identified the Leadership Series courses as being 3 units each rather than 1 unit each.
- b. Follow up with PH 197 - why not use an existing statistics class. The letter from UGS will provide some justification for developing a new course that has overlap with existing courses.
- c. PLO 6 and 7 are never mastered according to the PLO Alignment and Assessment appendices. Some typos are also prevalent.
- d. CHE roadmap still uses HS electives and clarify HS XXX elective. Why does it mention HS 176?
- e. Clarify teach out plan.

F. Cohen motioned, J. Cho seconded, and the committee voted unanimously to approve the revisions to the Public Health B.S., the two new concentrations Population Data Science and the other on Community Health Education, and the discontinuance of the Concentration in Health Services Administration pending revisions requested.

6. Begin discussion of Digital Media Minor, from Journalism Dept.

- a. Course listed as MCOM 176A. Should this be JOUR 176A?

F. Cohen motioned, J. Cho seconded, and the committee voted unanimously to approve the minor in Digital Media with minor revisions.

7. Begin discussion of Comparative U.S. Race and Ethnic Relations - New minor.

- a. Clarify listing a single advisor considering the breadth of the minor. Consider listing an advisor from each area.

F. Cohen motioned, J. Cho seconded, and the committee voted unanimously to request minor revisions from the proposer.

8. Adjournment. The meeting adjourned at 1:04 p.m.

Upcoming 2019-2020 Meetings:

2019: 12/04

2020: 1/29, 2/12, 2/26, 3/11, 3/25, 4/8, 4/22, 5/06



Undergraduate Studies Committee

Meeting #7 Minutes

December 4, 2019

12:00 noon – 1:00 pm, ADM 144

Present: Maria Fusaro (Chair, Education), Bem Cayco (Science), Cary Feria (Social Sciences), Jang Cho (Business, A&F), Fred Cohen (Humanities and the Arts), Ishie Eswar (Engineering), Colleen Haight (Interim AD Undergraduate Education EXO), Anoop Kaur (Student), Tamar Semerjian (Health and Human Sciences)

Excused: Alaric Trousdale (General Unit)

Guests: Sarah Schraeder (Staff Support, Recording)

1. **Call to Order.** Maria Fusaro called the meeting to order at 12:02 p.m.
2. **Approval of Minutes of October 23, 2019.** The minutes were approved as distributed.
3. **Approval of Minutes of November 6, 2019.** The minutes were approved as distributed.
4. **Approval of Minutes of November 20, 2019.** The minutes were approved as distributed.
5. **Discussion of Art, BA 5 new minors.** The Department of Art was represented by Rhonda Holberton, College Curriculum Committee representative and Digital Media Art faculty member, and Shannon Wright, Program Coordinator for Spatial Art. The committee discussed that there are a lot of minor proposals are coming through at the same time because of accreditation feedback. Will students from other majors be able to take the courses since the program impacted?
 - a. **New minor - Pictorial Art.** Students tend to focus on spatial art in the major but would benefit from minoring in Pictorial Art. Some editorial updates have been submitted.
 - i. T. Semerjian moved, B. Cayco seconded, and the committee voted unanimously to conditionally approve the proposal pending revisions (9-0-0).
 - b. **New minor - Web Development (within Digital Media Art program).**
 - i. A lot more courses will be developed by a new faculty hire. Discussed that the minor is too closely related to Digital Media Art. The department will need to consider whether to remove the Web courses as options in the Digital Media Art minor or to create a Web minor that has different courses to ensure it is unique from the Digital Media Art minor.
 - c. **New minor - Digital Media Art.**
 - i. The history of the department in Digital Media might be useful to be

- ii. included in the proposal as explained by the faculty member.
- ii. The department will be requested to revise and resubmit a proposal with the anticipation that one proposal (Web and Digital Media) might go forward.
- d. **New minor - Sculpture.** Allows a student to major in pictorial art and study sculpture as well. There is overlap with ceramic art. Sculpture has 5 areas to it. A lot of engineering students taking woodworking classes. Students that want to do hands on activities only take electives but now could complete the minor.
 - i. Remove ART 46 and 133 from the minor to avoid duplicating the Ceramic Art minor.
 - ii. Option to add language to direct students to the Ceramic Art minor.
 - iii. C. Haight moved, T. Semerjian seconded and the committee voted unanimously to conditionally approve the Sculpture minor pending revisions (9-0-0).
- e. **New minor - Ceramic Art (pending official college approval).** A lot of non Art majors minor take courses in ceramics. A Ceramics minor content is very much pure ceramics.
 - i. The description does not include a sentence discussing how Art majors might take the minor since M. Fusaro asked if this minor is only intended for non-Art major enrollment.
 - ii. C. Haight moved, T. Semerjian seconded and the committee voted unanimously to conditionally approve the Sculpture minor pending revisions (9-0-0).

6. Discussion of Revised Aerospace Engineering Minor. Deferred.

7. Discussion of request to discontinue BS Applied Mathematics, Concentration in Economics and Actuarial Science. Deferred.

8. Defer to 1/29 and 2/12 as necessary

- a. Discussion of New Interaction Design Minor
- b. Discussion of Honors Program - Humanities

9. Adjournment. The meeting adjourned at 1:12 p.m.

Upcoming 2019-2020 Meetings:

2020: 1/29, 2/12, 2/26, 3/11, 3/25, 4/8, 4/22, 5/06



Undergraduate Studies Committee

Meeting #8 Minutes

January 29, 2020

12:00 noon – 1:00 pm, ADM 144

Present: Maria Fusaro (Chair, Education), Cary Feria (Social Sciences), Jang Cho (Business, A&F), Melinda Jackson (AD Undergraduate Education EXO), Anoop Kaur (Student) (Meeting called to order with 5 members, no quorum)

Excused: Bem Cayco (Science), Ishie Eswar (Engineering), Fred Cohen (Humanities and the Arts), Alaric Trousdale (General Unit), Tamar Semerjian (Health and Human Sciences)

Guests: Sarah Schraeder (Staff Support, Recording)

1. **Call to Order.** Maria Fusaro called the meeting to order 12:04 p.m. Melinda Jackson shared introduction with members as the new Associate Dean for Undergraduate Education.
2. **Approval of [Minutes of December 4, 2019](#).** Deferred.
3. **Discussion of [Revised Aerospace Engineering Minor](#).**
 - a. A document was reviewed that provides examples of other STEM minors that also had many pre-requisite courses.
 - b. Discussed other Engineering minors high units of prerequisites.
4. **Discussion of [Revised Comparative U.S. Race and Ethnic Relations \(CRER\) Minor](#).** Electronic vote with revised proposals.
5. **Discussion of [New Interaction Design Minor](#).** S\
 - a. Hidden Prerequisites: DISD 21, 22, 31, 32 (additional 12 units), 186 has BFA portfolio, 131 has 123A and a portfolio; courses will need to be revised to allow minors/permission only.
 - b. UGS will send a memo from C&R for policy interpretation of prerequisites to the minor.
 - c. Psychology support letter was not from the department chair. Should seek support letter from Psychology Department Chair. Support letter from Industrial Engineering (ISE 164) from the department chair.
6. **Discussion of [Honors Program - Humanities](#).** Fusaro discussed that the committee

has not seen a proposal for an honors program in a while and this particular proposal is a new proponent of honors programs per the revised policy - a course sequence in honors.

- a. Does it meet the criteria?
 - i. Request additional information as to how this program is interdisciplinary and team taught since all the courses are offered within the department.
- b. Any additional feedback.
 - i. Very rigorous honors. High unit program.
 - ii. Wish the current program was included. Sarah provided link to the current program on their page
 - iii. Has the Registrar's Office been consulted? Request to clarify how the current program and the proposed program be indicated on the transcript.
 - iv. Request to work with the Curriculum Office to ensure that the catalog clearly identifies the two programs. Subsequently, the department should update their department website to ensure the program
- c. Development of Honors Program Proposal template. It would be useful for the Curriculum Office to create a template for Honors Program Proposals that indicates how the criteria of the policy is met to ensure these questions are addressed before the proposal reaches UGS.
- d. UGS will complete an electronic vote to: (a) approval, (b) conditional approval with revisions, (c) continued UGS discussion.

7. Adjournment. The meeting adjourned at 1:00 p.m.

Upcoming 2019-2020 Meetings:

2020: 2/12, 2/26, 3/11, 3/25, 4/8, 4/22, 5/06

Notes: Undergraduate curriculum changes for 2020-2021 Academic Catalog should be approved by UGS on or before 3/11. This excludes any curriculum that needs to be sent to the Chancellor's Office after campus approval - this deadline was at the first November meeting.



Undergraduate Studies Committee

Meeting #9 Minutes

February 12, 2020

12:00 noon – 1:00 pm, ADM 144

Present: Maria Fusaro (Chair, Education), Cary Feria (Social Sciences), Bem Cayco (Science via telephone), Jang Cho (Business, A&F), Fred Cohen (Humanities and the Arts), Melinda Jackson (AD Undergraduate Education EXO), Anoop Kaur (Student)

Excused: Ishie Eswar (Engineering), Alaric Trousdale (General Unit), Tamar Semerjian (Health and Human Sciences)

Guests: Sarah Schraeder (Staff Support, Recording)

1. **Call to Order.** Maria Fusaro called the meeting to order at 12:04 p.m.
2. **Approval of Minutes of December 4, 2019.** Approved by consensus.
3. **Approval of Minutes of Jan 29, 2020.** Approved by consensus.
4. **Discussion of Honors in the Humanities Honors Program.** The committee reviewed additional background information about the program. The committee approved the proposal with consensus (7-0-0).
5. **Discontinuation of BS Applied Mathematics, Concentration in Economics and Actuarial Science.** The concentrations in this program are not compliant with EO 1071. The students can still take the courses and may elect to take a minor or complete the Statistics degree instead. It is more appropriate for students interested in this career path.
 - a. The proposal needs to include how current and prospective students are going to be informed of the change. The department plans to inform the students through their website and through advisors.
 - b. Department will submit the minutes from the department meeting.
 - c. The committee unanimously approved to conditionally approve the proposal pending items a. and c. (7-0-0).
6. **Discussion of Revised Aerospace Engineering Minor.** The committee discussed the guidance from the Curriculum and Research Committee to interpret the current minor proposals.

- a. Committee recommends rephrasing the language in the catalog copy.
- b. The committee unanimously approved the proposal with recommendations for catalog copy (7-0-0).

7. Discussion of New Interaction Design Minor. The department received a department chair support letter from ISE and just waiting for a support letter from the Psychology department chair.

The committee discussed recommendations from the January meeting.

- a. Hidden Prerequisites: DISD 21, 22, 31, 32 (additional 12 units), 186 has BFA portfolio, 131 has 123A and a portfolio; courses will need to be revised to allow minors/permission only.
- b. UGS will send a memo from C&R for policy interpretation of prerequisites to the minor.
- c. Psychology support letter was not from the department chair. Should seek support letter from Psychology Department Chair. Support letter from Industrial Engineering (ISE 164) from the department chair.

Additional comments are as follows:

- d. Request that the description for the minor include which majors they might recommend that they might identify which majors can feasible take this minor and graduate.
- e. Do the prerequisites for these courses need to be revised or say "instructor consent" or include other majors: DISD 31, 32, DSGD 186.
- f. Request roadmaps for students if they choose to take the minor.
- g. A 24 unit minor - reducing the number of required courses would allow more flexibility. This total unit number does not include any of the previously mentioned prerequisites.

Motioned by Kaur and seconded by Cohen. The committee unanimously voted to request revisions (7-0-0). Include in the memo that ideally revisions would be submitted by 2/21. The department will be requested to an upcoming meeting to discuss the revisions when they are finalized.

8. Adjournment. The meeting adjourned at 1:00 p.m.

Upcoming 2019-2020 Meetings:

2020: 2/26, 3/11, 3/25, 4/8, 4/22, 5/06

Notes: Undergraduate curriculum changes for 2020-2021 Academic Catalog should be approved by UGS on or before 3/11. This excludes any curriculum that needs to be sent to the Chancellor's Office after campus approval - this deadline was at the first November meeting.



Undergraduate Studies Committee

Meeting #9 Minutes

February 26, 2020

12:00 noon – 1:00 pm, ADM 144

Present: Maria Fusaro (Chair, Education), Cary Feria (Social Sciences), Bem Cayco (Science via telephone), Jang Cho (Business, A&F), Fred Cohen (Humanities and the Arts), Melinda Jackson (AD Undergraduate Education EXO), Anoop Kaur (Student), Tamar Semerjian (Health and Human Sciences)

Excused: Ishie Eswar (Engineering), Alaric Trousdale (General Unit)

Guests: Sarah Schraeder (Staff Support, Recording)

1. **Call to Order.** Maria Fusaro called the meeting to order at 12:02 pm.
2. **Approval of Minutes of Feb 12, 2020.** The committee approved the minutes unanimously with one abstention.
3. **Discussion of Revised materials for the proposed Interaction Design Minor**
 - a. The committee welcomed Josh Nelson at 12:25 p.m. via the phone.
 - b. The committee reviewed the revised proposal.
 - i. Letter of support from Psychology Department Chair
 - ii. Main change was the changes in course requirements
 1. Removed PSYC 135 and CS 22A
 2. Added PSYC 173
 3. Total Units is 21 units instead of 24 units
 - iii. Unit Count not really revised
 - iv. Minor only really works with BS Industrial Design student
 - v. Minor potentially OK BA Design Studies, Graphic Design but does have DSID prerequisites. Have space for University Electives so these might possibly fit in here.
 - vi. Potentially work as a concentration

- c. The committee asked the proposer Joshua Nelson to join the call to answer questions.
 - i. The field of Interaction Design is the field of software interaction and products. One example is the development of an electronic application for cell phones. There are engineers who create the app but designers who focus on the interaction with the users. The minor allows the Graphic Design students to take some of the Industrial Design courses.
 - ii. There is interest across campus. Transfer students in a wide range of majors that might find this minor appealing because the industry
 - iii. Depending on demand for courses, the goal is to create specific sections for DSGD 186 or DSID 131.
 - 1. DSID 131 - graduate students take the course as an elective. Most of them don't come into the class with any kind of design background. All interested in human factors and ergonomics. All interested in interaction design. In the last 5 years, no issues with not having the design background.
 - a. Students in the Interaction Design Minors do not need to take DSID 123A or DSID 126.
 - b. BS Industrial Design
 - 2. DSID 186 - OK for prerequisites.
 - 3. DSID 126 - unclear that minors do not need to take 123A or 126. That is the intent - that they do not need to take these courses. Sarah Schraeder will work with Josh to clarify this on the course modification/ change proposals.
 - iv. The minor would establish the ability for the department to get an idea of student interest and consider establishing a working ground to consider what might be included in a major.
 - v. Add a note in catalog: Students should declare the minor so that they can enroll in courses with waived prerequisites.
 - vi. Melinda Jackson motioned, ??? seconded, and the committee unanimously voted to approve with comments.

4. Adjournment. The meeting adjourned at 1:10 p.m.

Upcoming 2019-2020 Meetings:

2020: 3/11, 3/25, 4/8, 4/22, 5/06

Notes: Undergraduate curriculum changes for 2020-2021 Academic Catalog should be approved by UGS on or before 3/11. This excludes any curriculum that needs to be sent to the Chancellor's Office after campus approval - this deadline was at the first November meeting.



Undergraduate Studies Committee

Meeting #10 Minutes

March 11, 2020

12:00 noon – 1:00 pm, Zoom

Present (via Zoom): Maria Fusaro (Chair, Education), Cary Feria (Social Sciences), Bem Cayco (Science), Jang Cho (Business, A&F), Fred Cohen (Humanities and the Arts), Melinda Jackson - Minutes taker (AD Undergraduate Education EXO), Anoop Kaur (Student), Wencen Wu (Engineering)

Excused: Sarah Schraeder (Staff Support), Tamar Semerjian (CHHS)

1. **Call to Order.** Maria Fusaro called the meeting to order at 12:00 p.m.
2. **Approval of [Minutes of February 26, 2020](#).** The committee approved minutes from February 26, 2020.
3. **Discussion of [revised proposal for a Minor in Digital Media Art \(Department of Art and Art History\)](#).**
 - a. Revised proposal combines elements of Web Development with this minor, rather than a separate minor proposal.
 - b. Need to include language about 12 units unique to the minor in catalog. Confirm with department that there is no overlap between major and minor requirements; since this is a 12 unit minor all must be counted uniquely for the minor (or substitutions approved for either major or minor).
 - c. Make sure units add up correctly (6 units prep for minor, 12 units required for minor).
 - d. Proposal approved unanimously.
 - e. Note additional language about program description and links to ULG's.
4. **Adjournment.** The meeting adjourned at 12:30 p.m.

Upcoming 2019-2020 Meetings:

2020: 3/25, 4/8, 4/22, 5/06

Take a look at honors program survey results at one of our upcoming meetings this semester. Notes: Undergraduate curriculum changes for 2020-2021 Academic Catalog should be approved by UGS on or before 3/11. This excludes any curriculum that needs to be sent to the

Chancellor's Office after campus approval - this deadline was at the first November meeting.



Undergraduate Studies Committee

Meeting #11 Minutes

April 8, 2020

12:00 noon – 1:00 pm, via Zoom

Present: Maria Fusaro (Chair, Education), Cary Feria (Social Sciences), Bem Cayco (Science), Jang Cho (Business, A&F), Fred Cohen (Humanities and the Arts), Wencen Wu (Engineering), Tamar Semerjian (CHHS), Sarah Schraeder (Recording, Staff Support)

Excused: Melinda Jackson (AD Undergraduate Education EXO), Anoop Kaur (Student)

1. **Call to Order.** Maria Fusaro called the meeting to order at 12:00 p.m.
2. **Approval of [Minutes of March 11, 2020](#).** The committee approved minutes from March 11, 2020.
3. **[Discussion of Honors Program survey results](#).**
 - a. The committee reviewed the survey results about Honors programs at SJSU and the awareness of the policy.
 - b. Maria shared that the regular Curriculum Updates could be used to inform the campus about policy updates related to curriculum. Sarah shared that anyone can sign up to receive the emails by signing up via a [GoogleForm](#).
4. **Adjournment.** The meeting adjourned at 12:25 p.m.

Upcoming 2019-2020 Meetings:

2020: 4/22, 5/06