Minutes, Graduate Curriculum Subcommittee

CALIFORNIA STATE UNIVERSITY, FRESNO

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April 5, 2018

Members Present: Fayzul Pasha, John Boyle, Balaji Sethuramasamyraja, Hwan Youn, Hollianne Marshall, Steven Hart (Chair)

Members Excused: Qin Fan, KammiSayaseng, Jim Marshall (Ex-officio)

Meeting called to order at 10:06 AM in Thomas 117

1. Approval of the Minutes of 3/15/18- **MSC Approve**
2. Approval of the Agenda- **MSC Approve**
3. Communications and Announcements - None
4. Old Business
   1. Item #24 – Graduate Course Change – CHEM 212- **Request another reading**

Based on the shared title with the undergraduate course the committee questioned if the intent was to create a cross-listed course; courses cannot have the same title, unless they were designed to be cross-listed.

* + 1. **Required Revisions:**
       1. Student learning outcomes should be active and measurable; and align with graduate level expectations of application skills.
       2. Clarify the grading policy- midterm exam (how these are split and fit into the grading scheme individually); quizzes and assignments need to be further explained; clarify how “instructor evaluation” is assessed
       3. Course schedule needs revision
       4. Previous course 212 is listed in catalog as 1-2 units, not 3 units
    2. **Suggested Revisions:**
       1. Use university syllabus template
       2. Change the word ‘tragedy’ in late/missed assignments
       3. Refer to APM 232- Policy on Absences

1. New Business- **tabled until next committee meeting**
   1. Items #25-30 Graduate Course Change - ENGL 282 - Change Subject/Catalog # and Description
   2. Items #31-33 Graduate Course Change - ENGL 282 - Change Subject/Catalog #, Description & Units
   3. Items #34-38 New Graduate Course Request - ENGL 283 A-E

Meeting adjourned at 11:00 AM

Minutes respectfully submitted by Dr. Steven Hart