Minutes, Graduate Curriculum Subcommittee

CALIFORNIA STATE UNIVERSITY, FRESNO

5200 N. Barton Ave., M/S ML 34

Fresno, California 93740-8014

Ext. 8-2743

March 6, 2019

Members Present: Steven Hart (Chair), Hollianne Marshall, Corey Whitehead, Hwan Youn, Qin Fan

Members Excused: Fayzul Pasha, Balaji Sethuramasamyraja, Jim Marshall (Ex-officio), Kammi Sayaseng

Members Absent:

Guests:

Meeting began at 10:03 AM in Thomas 117.

1. Approval of the Minutes of 2/27/19- MSC Approve
2. Approval of the Agenda- MSC Approve
3. Communications and Announcements
   1. Dr. Youn suggested Dr. Jin Park (Computer Science) as successor for college representative. Dr. Hart will forward this suggestion to Dr. Marilyn Wilson.
4. Old Business
   1. Item #34 New Graduate Course Request - AT 251
      1. MSC Approve pending revisions submitted to Dr. Marshall
         1. Required Revisions
            1. Proposal form lists 3 units; syllabus states 2; please clarify
            2. Grading scheme needs to provide clarity for students on how quality of assignments will be evaluated
            3. Clarify late/makeup work policy
            4. Tentative course schedule needs to be provide
         2. Suggested Revisions
            1. Syllabus notes exams on p. 2 but does not indicate exams in assignments
            2. Revise use of Blackboard to either generic term of Learning Management System or Canvas
   2. Item #35 New Graduate Course Request - AT 252
      1. MSC Approve pending revisions submitted to Dr. Marshall
         1. Required Revisions
            1. Proposal form lists 3 units; syllabus states 2; please clarify
            2. Grading scheme needs to provide clarity for students on how quality of assignments will be evaluated
            3. Clarify late/makeup work policy
            4. Tentative course schedule needs to be provide
         2. Suggested Revisions
            1. Syllabus notes exams on p. 2 but does not indicate exams in assignments
            2. Revise use of Blackboard to either generic term of Learning Management System or Canvas
   3. Item #36 New Graduate Course Request - AT 253
      1. Committee Requests Second Reading
         1. Required Revisions
            1. Differentiate how course is unique from AT 251& AT252
            2. Prerequisite lists this course as the prerequisite. Please clarify
            3. Proposal cover form lists 6 units; Please justify this unit load and distinguish why 251/252 are only 3
            4. Grading scheme needs to provide clarity for students on how quality of assignments will be evaluated
            5. Clarify late/makeup work policy
            6. Tentative course schedule needs to be provided
         2. Suggested Revisions
            1. Syllabus notes exams on p. 2 but does not indicate exams in assignments
            2. Revise use of Blackboard to either generic term of Learning Management System or Canvas
            3. Course classification should be reviewed
   4. Item #37 New Graduate Course Request - AT 254
      1. Committee Requests Second Reading
         1. Required Revisions
            1. Differentiate how course is unique from AT 251/252/253
            2. Prerequisite lists this course as the prerequisite. Please clarify
            3. Proposal cover form lists 6 units; Please justify this unit load and distinguish why 251/252 are only 3
            4. Grading scheme needs to provide clarity for students on how quality of assignments will be evaluated
            5. Clarify late/makeup work policy
            6. Tentative course schedule needs to be provided
         2. Suggested Revisions
            1. Syllabus notes exams on p. 2 but does not indicate exams in assignments
            2. Revise use of Blackboard to either generic term of Learning Management System or Canvas
            3. Course classification should be reviewed
   5. Item #38 New Graduate Course Request - AT 296S
      1. MSC Approve pending revisions submitted to Dr. Marshall
         1. Required Revisions
            1. Review “Cell Phone Policy”- this does not reflect the current university DISCOVERe initiative for mobile device usage to support student learning
            2. Revise use of Blackboard to either generic term of Learning Management System or Canvas
            3. Clarify late/makeup work policy
         2. Suggested Revisions
            1. Identify acronyms in course description and student learning outcomes
   6. Item #39 New Graduate Course Request - AT 297S
      1. MSC Approve pending revisions submitted to Dr. Marshall
         1. Required Revisions
            1. Review “Cell Phone Policy”- this does not reflect the current university DISCOVERe initiative for mobile device usage to support student learning
            2. Revise use of Blackboard to either generic term of Learning Management System or Canvas
            3. Clarify late/makeup work policy
         2. Suggested Revisions
            1. Identify acronyms in course description and student learning outcomes
   7. Item #40 New Graduate Course Request - AT 298
      1. Committee Requests Second Reading
         1. Required Revisions
            1. Clarifying grading scale using < and > between grades
            2. Clarify student enrollment numbers
   8. Item #41 New Graduate Course Request - AT 298C
      1. Committee Requests Second Reading
         1. Required Revisions
            1. Clarifying grading scale using < and > between grades
            2. Clarify student enrollment numbers
   9. Item #42 New Graduate Course Request - AT 299
      1. Committee Requests Second Reading
         1. Required Revisions
            1. Clarifying grading scale using < and > between grades
            2. Clarify student enrollment numbers
   10. Item #43 New Graduate Course Request - AT 299C
       1. Committee Requests Second Reading
          1. Required Revisions
             1. Clarifying grading scale using < and > between grades
             2. Clarify student enrollment numbers

These items tabled for next meeting:

* 1. Item #44 New Graduate Course Request - MUS 285
  2. Item #45 Catalog Statement Revision Request – MUSIC

Meeting adjourned at 10:57 AM.