Minutes, Graduate Curriculum Subcommittee

CALIFORNIA STATE UNIVERSITY, FRESNO

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

Fresno, California 93740-8014

Ext. 8-2743

**April 7, 2021: 10:00 a.m. – 11:00 a.m. (Virtual Meeting by Zoom)**

Members Present: J. Ashley Foster, Steven Hart, Qin Fan, Arun Nambiar, Kammi Sayaseng, Hollianne Marshall, Hubert Muchalski, Fayzul Pasha (Chair), Jim Marshall (Ex-officio)

Members Excused: Hubert Muchalski

Members Absent:

Guests:

1. Call to Order

Meeting called to order at **10:01 AM**.

1. Approval of the meeting Minutes of 03/24/2021 - **MSC- Approved**
2. Approval of the Agenda - **MSC- Approved**
3. Communications and Announcements
4. Old Business
	1. Item #12 - Catalog Statement Revision Request - Clinical Rehabilitation and Mental Health Counseling
	2. Item #34 - Catalog Statement Revision Request – Spanish
5. New Business
	1. Item #44 - Graduate Course Change Request - PHTH 529 - **MSC- Approved Pending Following Revisions Submitted to Graduate Studies**

***Required***

* + 1. Is it a 3-unit course? Please correct the info on the form
		2. Please provide course classification number on the form
		3. Grading basis – please mention whether letter grade or CR/NC
		4. Please mention number of lecture and lab hours in the catalog description if total unit is divided into lecture and lab
		5. Please include COVID-19 provisions on health screening and safety measures on the first page of the syllabus (please find it from syllabus template)

***Friendly***

* + 1. Please make sure all the hyperlinks are working properly and check if they are linked with the current version of the university policy
	1. Item #45 - Graduate Course Change Request - PHTH 536 - **MSC- Approved Pending Following Revisions Submitted to Graduate Studies**

***Required***

* + 1. Is it a 3-unit course? Please correct the info on the form
		2. Please provide course classification number on the form
		3. Grading basis – please mention whether letter grade or CR/NC
		4. Please mention number of lecture and lab hours in the catalog description if total unit is divided into lecture and lab

***Friendly***

* + 1. Please make sure all the hyperlinks are working properly and check if they are linked with the current version of the university policy
	1. Item #46 - Graduate Course Change Request - CSDS 201 - **MSC- Approved Pending Following Revisions Submitted to Graduate Studies**

***Required***

* + 1. Please provide course classification number on the form
		2. Grading basis – please mention whether letter grade or CR/NC
		3. Please provide sufficient information such as ISBN (if available) and/or hyperlink to collect the required course book/material

***Friendly***

* + 1. Please make sure all the hyperlinks are working properly and check if they are linked with the current version of the university policy
	1. Item #47 - Graduate Course Change Request - CSDS 203 - **MSC- Approved Pending Following Revisions Submitted to Graduate Studies**

***Required***

* + 1. Please provide course classification number on the form
		2. Grading basis – please mention whether letter grade or CR/NC
		3. Please provide sufficient information such as ISBN (if available) and/or hyperlink to collect the required course books/materials
		4. Late Work Policy and Attendance – please follow APM 232 guidelines and add the latest hyperlinks to reflect current version of the university policy
		5. Please update reference to CFE (formerly TILT)

***Friendly***

* + 1. Please make sure all the hyperlinks are working properly and check if they are linked with the current version of the university policy
		2. Please make sure point distribution in the grading table adds up explicitly
		3. Please consider reducing specificity of technical requirements as they change rapidly and become outdated.
	1. Item #48 - Graduate Course Change Request - CSDS 255- **MSC- Approved Pending Following Revisions Submitted to Graduate Studies**

***Required***

* + 1. Please provide course classification number on the form
		2. Grading basis – please mention whether letter grade or CR/NC
		3. Please provide sufficient information such as ISBN (if available) and/or hyperlink to collect all the required course books/materials

***Friendly***

* + 1. Please make sure all the hyperlinks are working properly and check if they are linked with the current version of the university policy
	1. Item #49 - Graduate Course Change Request - VEN 210 - **MSC- Approved Pending Following Revisions Submitted to Graduate Studies**

***Friendly***

* + 1. Please make sure all the hyperlinks including APM 232 are working properly and check if they are linked with the current version of the university policy
	1. Item #50 - Graduate Course Change Request - VEN 280 - **MSC- Approved Pending Following Revisions Submitted to Graduate Studies**

***Friendly***

* + 1. Please make sure all the hyperlinks including APM 232 are working properly and check if they are linked with the current version of the university policy
	1. Item #51 - Graduate Course Change Request - VEN 299 - **MSC- Approved Pending Following Revisions Submitted to Graduate Studies**

***Required***

* + 1. Grading basis – please mention whether letter grade or CR/NC

***Friendly***

* + 1. Please include a grading rubric or some guideline of thesis
	1. Item #52 - Catalog Statement Revision Request - Viticulture and Enology **- MSC – Approved**
	2. Item #53 - Graduate Course Change Request - SPAN 203 - **MSC- Approved Pending Following Revisions Submitted to Graduate Studies**

***Required***

1. Please clarify with graduate studies if it is an online class outside the pandemic situation

***Friendly***

1. Please make sure all the hyperlinks including APM 232 are working properly and check if they are linked with the current version of the university policy
	1. Item #54 - New Graduate Course Request - SPAN 248 - **MSC- Approved Pending Following Revisions Submitted to Graduate Studies**

***Required***

1. Please clarify the number of reaction/response papers 6 (on page 3 of syllabus) vs 9 (last page of syllabus) of and grading percent/point (60%) on the papers (on page 2 of syllabus)

***Friendly***

1. Please make sure all the hyperlinks including APM 232 are working properly and check if they are linked with the current version of the university policy
2. Adjournment

Meeting adjourned at 11:01 AM

Minutes respectfully submitted by Dr. Fayzul Pasha