

MINUTES, ONLINE/BLENDED EDUCATION SUBCOMMITTEE  
CALIFORNIA STATE UNIVERSITY, FRESNO  
5200 N. Barton Avenue, M/S ML 34  
Fresno, California 93740-8027  
Office of the Academic Senate Ext. 8-2743

September 29, 2021

Members Present: V. Van Vleck (Chair), F. Cassel-Sharma, C. Luna, M. Pirouz,  
E. Vieira III; B. Muscat.

Members Absent: S. Alteri, V. Keyser, J. Kwon, W. Wu; B. Barrett, M. Bennett,  
D. Jackson

Guest: K. Clement

- I. Call to Order:** Meeting called to order by Chair Van Vleck at 2:04 pm in Zoom Virtual Meeting.
- II. Approve/amend the Agenda:** No changes; M/ S/ C as distributed.
- III. Approve/amend Minutes from Sept. 1, 2021:** No changes/corrections; M/ S/ C unanimously.
- IV. Further Introductions.**

D'Aungillique Jackson, President of ASI, has joined the subcommittee as a student representative. D. Jackson was not in attendance.

**V. Communications & Announcements.**

Continued “flexible interpretation” of 206 per AS Exec Comm, Sept 13.

APM 206 is being revised by AP&A; no specifics available.

AS Exec Comm issued a faculty-wide call for service as Ad Hoc members to OBE in anticipation of upcoming workload.

Mary Bennett, Instructional Designer/CFE, led a QLT24 Refresher/Crash Course on Sept 13; another video with QLT24 review guidance is on the OBE Canvas.

Discussion & suggestion for a co-sponsored UUCS & Undergraduate Studies “Brown Bag” session with School/College Curriculum committees in order to share information and clarify expectations.

## **VI. OnBase & OBE Checklist.**

VaNee met with Jayne Ramirez from the Office of Undergraduate Studies (expert on curriculum/OnBase system).

Recommendation that a “checklist” be prepared to post to the curriculum development section of Undergrad website; eventual inclusion into the OnBase “information pop-ups”. Model checklist from the Multicultural/International (M/I) subcommittee shared with OBE. Everett and VaNee to draft OBE version.

## **VII. Course/Proposal Reviews.**

Reviewers assigned and given access to relevant Canvas development shells. Evaluate first if the course is complete; otherwise it cannot be reviewed. Contact VaNee or Mary if questions arise.

The QLT Amendment form for “PSYCH 164/C. Edmonson” (had been PSYCH 160T in OBE’s workflow last term) was received. Pending lead reviewer confirmation: M/ S/ C unanimously. (J. Kwon verified—email 9/30/2021—that QLT Amendment addresses the matters raised and outlines adequate measures.)

The QLT Amendment form for “ITAL 1B/A. Polegato” was received. OBE reviewers QLT24 reports are not in the shared drive file. To check with lead reviewer.

Needed necessary materials should be communicated with the instructor/faculty and with the department chair.

Plenty of work that needs to get done. Communicate as needed; cannot wait to “next meeting” to address all questions.

## **VIII. Remaining calendar for Fall 2021:**

Phase 2 has started and meetings are now on an every-other-week basis. Phase 2 meetings will be Oct 13, Oct 27, Nov 3, Nov 17, & Dec 1.

## **IX. Adjournment:** Meeting was adjourned at 1:03pm.

Agenda.

1. Call to Order.
2. Approval/amend the Agenda.
3. Approve/amend the Minutes of Last Meeting.
4. Further Introductions.
5. Communications & Announcements.

6. OnBase & OBE Checklist.
7. Course/Proposal Reviews.
8. Remaining calendar for Fall 2021.
9. Adjournment.