Minutes, Graduate Curriculum Subcommittee

CALIFORNIA STATE UNIVERSITY, FRESNO

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October 31, 2018

Members Present: Steven Hart (Chair), Hollianne Marshall, Corey Whitehead, Hwan Youn, Kammi Sayaseng, Qin Fan, Jim Marshall (Ex-officio)

Members Excused: Balaji Sethuramasamyraja

Members Absent: Fayzul Pasha

Guests:

Meeting began at 10:03 AM in Thomas 117

1. Approval of the Minutes of 10/3/18 and 10/24/18- MSC Approve
2. Approval of the Agenda- MSC Approve
3. Communications and Announcements
	1. Committee discussed APM 241 Interim Policy on Course Syllabi and the similarities/differences with the university syllabus template; further discussion was had regarding the language of the policy and which items are required for inclusion in the syllabus. Dr. Hart will share these concerns with the Graduate Committee and request a review of this policy.
	2. Committee discussed the possibility of Graduate Studies identifying whether course proposals adhere to required use of the accessible template prior to committee review. Dr. Marshall will inquire as to whether the upcoming electronic review system will allow for this analysis.
4. Old Business
	1. Items #18 New Graduate Course Request - CE 250
		1. MSC – to approve pending required revisions
			1. Remove “other subjective factors” from grading scheme (p.3);
			2. Delete “no late assignments will be accepted” from make-up policy (p.5) and revise assignments section (p. 3-4) to reflect APM 232;
			3. Use accessible syllabus template
5. New Business
	1. Item #6 Catalog Statement Revision Request- Chemistry- MSC Approve
	2. Item #7 New Graduate Course Request EES 206
		1. MSC Approve with suggested revisions
			1. Add “APM232” with “university policy” language in “Late Work Policy” (p.6)
	3. Item #8 New Graduate Course Request MATH 200
		1. MSC – to approve pending required revisions
			1. Provide clarifications on assignments (weekly reading/writing) and the expectations/components to be evaluated on the final project assignment
			2. Adjust grading scheme to represent 100%

Remaining items tabled until Nov. 7

* 1. Item #9 New Graduate Course Request MATH 201
	2. Item #10 Graduate Course Change MATH 251
	3. Item #11 Graduate Course Change MATH 252
	4. Item #12 Graduate Course Change MATH 260
	5. Item #13 New Graduate Course Request MATH 272
	6. Item #14 Catalog Statement Revision Request- Mathematics

Meeting adjourned at 10:52 AM