Minutes, Graduate Curriculum Subcommittee

CALIFORNIA STATE UNIVERSITY, FRESNO

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

Fresno, California 93740-8014

Ext. 8-2743

**March 24, 2022: 1:00 p.m. – 2:00 p.m. (Virtual Meeting by Zoom)**

Members Present: J. Ashley Foster (email note), Qin Fan, Kammi Sayaseng, Hubert Muchalski, Fayzul Pasha (Chair), Joy Goto (Ex-officio)

Members Excused: Steven Hart, Arun Nambiar, Hollianne Marshall

Members Absent:

Guests:

1. Call to Order

Meeting called to order at **1:06 PM**.

1. Approval of the meeting Minutes of 03/10/2022 - **MSC- Approved**
2. Approval of the Agenda - **MSC- Approved**
3. Communications and Announcements
4. Old Business
5. New Business
	1. Item #54 - Process ID 6145105 - Graduate T-Course Conversion Request - SWRK 271T - **MSC- Approved Pending Following Revisions Submitted to Graduate Studies**

***Required***

* + 1. Please provide sufficient information such as ISBN (if available) and/or hyperlink to collect all the required course books/materials
		2. Page 6 of the syllabus: the sentence after the table seems to be an instruction to the faculty who prepared this syllabus. Please take this sentence out and complete the schedule table on Page 8 with assignment names with tentative due dates.
		3. Please include and cite late work and attendance policy per APM 232 guidelines and add the latest hyperlinks to reflect current version of the university policy

***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 #55 - Process ID 6119496 - Graduate Course Revision Request - AT 252 - **MSC- Approved Pending Following Revisions Submitted to Graduate Studies**

***Required***

* + 1. Please provide sufficient information such as Canvas link in this case to access all the required course books/materials
		2. Please explain or add assessment guidelines (rubric) for the score (3, 4, 5 etc.) on clinical proficiency.

***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 #56 - Process ID 6119497 - Graduate Course Revision Request - AT 253 - **MSC- Approved Pending Following Revisions Submitted to Graduate Studies**

***Required***

* + 1. Please check the box for units under proposed course information in the form
		2. Please provide sufficient information such as Canvas link in this case to access all the required course books/materials
		3. Please explain or add assessment guidelines (rubric) for the score (3, 4, 5 etc.) on clinical proficiency.

***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 #57 - Process ID 6144464 - New Graduate Course Request - PHTH 572 - **MSC- Approved Pending Following Revisions Submitted to Graduate Studies**

***Required***

* + 1. Please provide sufficient information such as ISBN (if available) and/or hyperlink to collect all the required course books/materials
		2. Class attendance/participation weight seems to be high. So, if you have any specific requirement/expectation please explain with a rubric to assess the participation.
		3. If it is an online class proposal (refer to Page 6) please check the appropriate box in the form and add approval from the OBE subcommittee.
		4. Please update all old and outdated acronyms to new ones such as TILT to CFE.
		5. Please complete the last table in the syllabus for assignment schedule

***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. Adjournment

Meeting adjourned at 1:52 PM

Minutes respectfully submitted by Dr. Fayzul Pasha