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

Members Present: Steven Hart, Qin Fan, Arun Nambiar, Kammi Sayaseng, Hollianne Marshall, Hubert Muchalski, Fayzul Pasha (Chair), Joy Goto (Ex-officio)

Members Excused: J. Ashley Foster

Members Absent:

Guests:

1. Call to Order

Meeting called to order at **1:03 PM**.

1. Approval of the meeting Minutes of 03/24/2022 - **MSC- Approved**
2. Approval of the Agenda - **MSC- Approved**
3. Communications and Announcements
4. Old Business
5. New Business
	1. Item #58 - Process ID 6144462 - New Graduate Course Request - PHTH 571A - **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. Grading scale shows a student with 60-69% will earn a D and less than 60% an F but the statement above the table says 70% is a passing score. It’s a bit confusing. Please fix/revise the grading scale or the statement. If it’s a CR/NC class perhaps only two rows with above and below 70% for CR and NC grades will work.
		3. 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. Item #59 - Process ID 6096761 - Graduate Course Revision Request - PHTH 558 - **MSC- Approved Pending Following Revisions Submitted to Graduate Studies**

***Required***

* + 1. Please change Blackboard to Canvas
		2. Please complete the course schedule table for Week 7 to 12

***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 #60 - Process ID 6096765 - Graduate Course Revision Request - PHTH 559 - **MSC- Approved Pending Following Revisions Submitted to Graduate Studies**

***Required***

* + 1. Please complete the course schedule table for Weeks 9 to 11

***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 #61 - Process ID 6144461 - New Graduate Course Request - PHTH 570 **MSC- Approved Pending Following Revisions Submitted to Graduate Studies**

***Required***

* + 1. Some other courses from your program have 70% for CR grade but this one has 80%. Committee recommends please consult with the department and make them aware of this. You may refer to the definitions of CR and NC <https://www.fresnostate.edu/catalog/academic-regulations/index.html#:~:text=CR%20%2D%20Credit%20for%20units%20allowed,quality%20in%20200%2Dlevel%20courses>
		2. Total points in assignment and examination schedule table does not add up to 450. Please revise the point distribution.
		3. Please include a column heading for the 5th column of the last table in the syllabus for assignment schedule.
		4. Please update all old and outdated acronyms to new ones such as TILT to CFE (on Page 8 of the 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
	1. Item #62 - Process ID 6144463 - New Graduate Course Request - PHTH 571B - **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. Please update all old and outdated acronyms to new ones such as TILT to CFE
		3. Please update helpdesk email address
		4. Grading scale shows a student with 60-69% will earn a D and less than 60% an F but the statement above the table says 70% is a passing score. It’s a bit confusing. Please fix/revise the grading scale or the statement. If it’s a CR/NC class perhaps only two rows with above and below 70% for CR and NC grades will work.
		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. Item #63 - Process ID 6096757 - Graduate Course Revision Request - PHTH 557 - **MSC- Approved Pending Following Revisions Submitted to Graduate Studies**

***Required***

* + 1. Please complete the course schedule table for Weeks 8 to 11

***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 #64 - Process ID 6094889 - Graduate Course Revision Request - PHTH 555S - **MSC- Approved Pending Following Revisions Submitted to Graduate Studies**

***Required***

* + 1. Please complete the course schedule table for Weeks 8 to 11
		2. Please update all old and outdated acronyms to new ones such as TILT to CFE
		3. Please update helpdesk email address

***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 #65 - Process ID 62009291 - Graduate Course Revision Request - CI 275 - **MSC- Approved Pending Following Revisions Submitted to Graduate Studies**

***Required***

* + 1. There is a grading scale but no point distribution. Please provide clarification in relationship to the grading scale.
		2. Please include 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. Adjournment

Meeting adjourned at 10:59 AM

Minutes respectfully submitted by Dr. Fayzul Pasha