# MINUTES, UNDERGRADUATE CURRICULUM COMMITTEE

# CALIFORNIA STATE UNIVERSITY, FRESNO

# 5200 N. Barton Avenue, M/S ML 34

# Fresno, California 93740-8027

# Office of the Academic Senate Ext. 8-2743

February 8, 2022

Members Present: K. Clement (Chair), S. Konduru, K. Smith, J. Taylor, H. El-Razouk, S. Van Horn, L. Toren-Immerman, T. Garcia, C. Brooks., S. Porraz, E. Gonzalez, J. Ramirez, B. Muscat.

Members Absent:

Visitors:

Meeting called to order by Chair Clement at 2:00 pm- Zoom Virtual Meeting.

1. **Call to Order:**
2. **Approval of Agenda:**
3. **Approval of Minutes:**
4. **Communication and Announcements:**

 Second language course designation and out-of-sequence enrollment

1. **New Business:**
2. **CONSENT CALENDAR ITEMS**

**Craig School of Business** –

The Committee had question about the AFROTC 80% Attendance to pass rule. Requested the source/link.

*Second Read for ASP Courses (✓ = Revised Syllabus)*

Process ID 5869439 ASP 1A ✓- Title/Description- M.S.C. to Approve pending revision of course Late-Make-Up and Attendance Policy that conforms with university APM 232- Policy on Student Absences. Update TILT to CFE (last page of syllabus.)

Process ID 5869445 ASP 1B ✓ - Title/Description- M.S.C. to Approve pending revision of course Late-Make-Up and Attendance Policy that conforms with university APM 232- Policy on Student Absences. Update TILT to CFE policy language (last page of syllabus.)

Process ID 5869499 ASP 2A ✓ - Title/Description/Prerequisites- M.S.C. to Approve pending minor revision of course Late-Make-Up and Attendance Policy that conforms with university APM 232- Policy on Student Absences. Update TILT to CFE policy language (last page of syllabus.)

Process ID 5869509 ASP 2B ✓ - Title/Description/Prerequisites- M.S.C. to Approve pending revision of course Late-Make-Up and Attendance Policy that conforms with university APM 232- Policy on Student Absences. University Policy links (on last page of syllabus) are up to date and look solid.

Process ID 5869524 ASP 104A ✓ - Title/Description/Prerequisites- M.S.C. to Approve pending revision of course Late-Make-Up and Attendance Policy that conforms with university APM 232- Policy on Student Absences. Update TILT to CFE policy language (last page of syllabus.)

Process ID 5869532 ASP 104B - Title/Description/Prerequisites- Third read. No course syllabus provided for review.

Process ID 5869625 ASP 105A - Title/Description/Prerequisites- Third read. No course syllabus provided for review.

Process ID 5869641 ASP 105AW ✓ - Title/Description/Prerequisites- M.S.C. to Approve pending update TILT to CFE policy language (last page of syllabus.)

Process ID 5869687 ASP 105BW - Title/Description/Prerequisites- Third read. No course syllabus provided for review.

Process ID 5869672 ASP 105B- Title/Description/Prerequisites- Third read. No course syllabus provided for review.

**College of Health and Human Services**

Process ID 6072479 PH 85FI- Catalog#- Move summary grade table (at end of syllabus/ p.11) to the grading section of the syllabus. Clarification on APM 232- Policy on Student Absences “If the instructors are not notified prior to the due date, the student will receive a grade of zero points for the assignment.”

 Grading Policy: In order to receive Credit for this course you will need to obtain 75% (450 points) of the total points (600 points) in addition to submitting all of the required paperwork by the Due Date, No late work accepted. (so a student does not finish a 25 point assignment—they should fail a course?)

Process ID 5869972 PH 104- Prerequisite- M.S.C. to approve pending clarification of course pre-requisites (PH 90).

 List how grades are distributed and weighted by assignments to make 100% of the course grade. Your grading policy should include a description of how you calculate grades, if applicable (such as using a grading scale).

Process ID 6079245 NURS 110A- Deactivation- M.S.C. to Approve.

Process ID 6079333 NURS 140L- Catalog#/Units/Title- M.S.C. to Approve pending Unit change review in the program proposal.

Process ID 6079338 NURS 150L- Catalog#/Units/Title- M.S.C. to Approve pending Unit change review in the program proposal.

**College of Arts and Humanities**

Process ID 6139185 ART 179- Online- M.S.C. to Approve pending revision of course “Attendance/Participation Policy” to conform with university APM 232- Policy on Student Absences. In addition, please remove the 3 absences autofail/2 excused absence limitation verbiage as they do not conform with university policy. Refer course to Online Blended Education Subcommittee.

Process ID 6136078 ART 184- Reactivation- M.S.C. to Approve pending clarification of online-blended education course status. Course to be taught 35% in blended online modality. Has this course been previously approved for teaching in the blended format? If not, we need to refer this course to the Online Blended Education (OBE) Subcommittee for review.

Process ID 6124598 COMM 152- Subject- M.S.C. to Approve.

Process ID 6049445 MCJ 2- Online- M.S.C. to Approve pending the inclusion of course attendance, make-up, and late policy that conforms with university APM 232- Policy on Student Absences. Refer to Online-Blended Education Subcommittee.

Process ID 6084540 MCJ 101- GE- M.S.C. to Approve pending revision of course Policy on Missed or Late Work to conform with university APM 232- Policy on Student Absences. Refer to GE Committee. Please clarify—the course seems to be an online (100%) course, but the Online button selection has not been made. If so, it should be included in the OnBase course proposal request and referred to the Online-Blended Education Subcommittee.

Process ID 6049485 MCJ 107- Online- M.S.C. to Approve pending clarification of academic rigor questions moving from lower division (MCJ 7) to upper division course (MCJ 107) in the proposal justification. The inclusion of a course Late-Make-Up Policy that conforms with university APM 232- Policy on Student Absences. Refer course to Online Blended Education Subcommittee.

Process ID 6049490 MCJ 108- Online- M.S.C. to Approve pending inclusion of course Late-Make-Up Policy that conforms with university APM 232- Policy on Student Absences. Refer course to Online Blended Education Subcommittee.

Process ID 6049453 MCJ 171- Online- M.S.C. to Approve pending inclusion of course Late-Make-Up Policy that conforms with university APM 232- Policy on Student Absences. Refer course to Online Blended Education Subcommittee.

Process ID 6105147 MUSIC 115- CS#- M.S.C. to approve pending the addition of a course grading scale (i.e. 90%+=A, etc.) Please provide additional information on the significant assignments section of the syllabus—midterm, final, attendance points, etc.)

1. **NEW COURSE PROPOSALS**

**College of Health and Human Services**

Process ID 6097103 NURS 158- M.S.C. to Approve pending the following revisions/clarifications:

1. Unit change review in the program proposal;

2. Revision of course EXAM makeup policy consistent with APM 232- Policy on Student Absences.

3. “In the event of an unexcused absence or incomplete requirements, the instructor has the right to assign a failing grade. The student will not be able to progress to the next semester until course work is complete.” That is not correct—it is unreasonable to fail a student for an unexcused absence or incomplete requirement. Also, how does this relate to the university Incomplete policy?

4. Discuss Department Fail Policy verbiage with the department.

1. **PROGRAM PROPOSALS**

**College of Health and Human Services**

Process ID 6079269 Nursing, BSN- Tabled.

**Jordan College of Agricultural Sciences and Technology**

Process ID 6100392 Food & Nutritional Science, Minor- M.S.C. to Approve.

Process ID 6099067 Food & Nutritional Sciences, B.S.- Degree Name Change (*letter of transmittal needed)- M.S.C. to Approve.*

Agenda.

1. Communications/Announcements/Discussion.
2. Approval of Meeting Minutes.
3. Approval of the Agenda.
4. New Business, Communications, and Announcements.
5. New Business Program and Course Proposals.