Minutes, Graduate Curriculum Subcommittee

CALIFORNIA STATE UNIVERSITY, FRESNO

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

Fresno, California 93740-8014

Ext. 8-2743

**February 3, 2022: 1:00 p.m. – 2:00 p.m. (Virtual Meeting by Zoom)**

Members Present: J. Ashley Foster (email comments), Steven Hart, Qin Fan, Arun Nambiar (Box comments), Kammi Sayaseng (Box comments), Hollianne Marshall, Hubert Muchalski, Fayzul Pasha (Chair), Joy Goto (Ex-officio)

Members Excused:

Members Absent:

Guests:

1. Call to Order

Meeting called to order at **1:02 PM**.

1. Approval of the meeting Minutes of 11/10/2021 - **MSC- Approved**
2. Approval of the Agenda - **MSC- Approved**
3. Communications and Announcements
4. Old Business

1. New Business
	1. Item #37 - Graduate Course Change Request - PHTH 533 - **MSC- Approved Pending Following the Friendly Revisions Submitted to Graduate Studies**

***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
		2. Please update Help desk number and email address
		3. Please be specific on quiz or quizzes under Assignments & Grading Policy - first bullet point
		4. Please update the wordings in the plagiarism detection section - pick one - will/will not\*
		5. Please create a separate assignment table with tentative due dates
		6. Please provide sufficient information such as ISBN (if available) and/or hyperlink to collect all the required course books/materials
	1. Item #38 - Graduate Course Change Request - PHTH 560

**Second reading**

Please submit a separate catalog revision proposal to show the impact on total unit

***Required***

1. Administration Project #2 not found in the Assignment and Examination Schedule
2. Total possible points in Assignment and Examination does not add up to the maximum points in the Grading Criteria – please revise
3. Please plan to submit a separate catalog revision proposal to show the impact on total unit

***Friendly***

1. Please provide sufficient information such as ISBN (if available) and/or hyperlink to collect all the required course books/materials
2. 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
3. Please create a separate assignment table with tentative due dates
	1. Item #39 - Graduate Course Change Request - PHTH 594

**Second reading**

Please submit a separate catalog revision proposal to show the impact on total unit

* 1. Item #40 - Graduate Course Deletion Request - PHTH 592

**Second reading**

Please submit a separate catalog revision proposal to show the impact on total unit

1. Adjournment

Meeting adjourned at 1:38 PM

Minutes respectfully submitted by Dr. Fayzul Pasha