2012-13 FACULTY SENATE
CURRICULUM POLICIES COMMITTEE
MINUTES
Approved: February 05, 2013

December 4, 2012

Members Present: B. Amata (Vice Chair), S. Biagetti (Chair), B. Fell, J. Judge, V. Margoniner,
                      D. Melzer, S. Meyer, C. Newsome, K. Pinch.
Members Absent: D. Baker, B. Holland, D. Lang, V. Llamas Green, B. Michael, B. Russell.

Called to Order at 1:38 p.m.

I.   Information Items:
      a.   Liaison reports:
           ● Kath Pinch had nothing to report from the Curriculum Subcommittee.
           ● Dan Melzer had nothing to report from the Writing and Reading
             Subcommittee.
           ● Ben Amata reported that the Program Review Oversight Committee (PROC)
             met on November 28 from 9-10:30 a.m. It will meet again next spring 2013.
             Updates on ongoing reviews were examined. They discussed current
             guidelines and the draft policy. The committee agreed that the current draft
             policy needs further revision.
           ● Ben Amata informed CPC that the Provost's Advisory Committee on
             Assessment (PACA) met on November 21 from 3-4 p.m. It will meet again
             on December 5. Provost Gossett addressed the committee. He recommended
             that the committee approach assessment with guiding principles: keeping it
             simple and looking for small incremental changes. The rest of the meeting
             focused on a general discussion of assessment and the IPP process.
           ● Chair Biagetti reported that the Council for Preparation of School Personnel
             (CPSP) will meet next Wednesday and consequently, she had nothing to
             report at this time.
           ● Ben Fell had nothing to report on the Diversity Awards Committee.

      b.   Faculty Senate and Senate Executive Update:
           i.   Chair Biagetti reminded members that the proposal on Degree Program
                Minimum Unit Requirements (aligning with Title 5) will hopefully come
                before the Senate at this Thursday's Senate meeting. Although, it could
                easily be postponed to next spring. Chair Biagetti will attempt to move the
                proposal to a time certain (at today's Executive Committee meeting), since
                she does have a class that begins at 4:30 p.m. on Thursday and hopes to
                complete this at the Senate meeting before she leaves.

      c.   Graduate Dean Chevelle Newsome reported that they will be asking graduate
           programs for their assessment plans and learning outcomes, to hopefully help to
           streamline them.

      d.   Associate Dean for Undergraduate Studies Sheree Meyer updated committee
           members on SB 1440 and similar degrees. Two responses were due last week. One
           from Anthropology and the other from Computer Science. She explained that this is
           the report asking if we can offer similar degrees in 60 units, including the incoming

transferring student's AA degree. Anthropology was approved and Computer Science responded negatively. Computer Science has been asked to revisit their response.

II.   Action Items:
   a. November 19, 2012 minutes were approved as amended.   MSC 1b
      - Vice Chair Amata reported that the Course Activation Proposal and the guiding principles that accompany the proposal were discussed at the Senate meeting as first and second reading items <u>and they passed</u>.

III.   Discussion Items:
   a. Old Business: Credit Hour Definition
      i.   A lengthy discussion of the revisions from the last meeting took place.
      ii. The table was reviewed and updated and many changes recommended.
      iii. The draft survey for instructors/students was reviewed and revised. Chair Biagetti has already spoken with JP Bayard regarding the survey.
      iv. Chair Biagetti agreed to make final changes and send updated copies of the table and draft survey to members.
      v.   Chair Biagetti next agreed to take the final draft of the survey to Dr. Wang in OIR for review and revision.
      vi. Once Dr. Wang has approved the survey, then Chair Biagetti will forward the survey on to Human Subjects for final clearance.

   b. Old Business: Service Learning Designation – was not addressed at the meeting, however, it will be reviewed at a future meeting.
      i.   Met twice with service learning group
      ii. Draft of service learning definition
      iii. Draft of criteria for qualifying as service learning course
      iv. Draft of process for becoming service learning course

   c. The Report from the Ad Hoc eLearning Policy Committee will be discussed at a future CPC meeting.

CPC will meet again Tuesday, February 5 at 1:30 p.m. in Sacramento Hall 275.

Meeting adjourned at 2:55 p.m.

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Bonnie Smith, Senate Office Staff