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CURRICULUM SUBCOMMITTEE

APPROVED

MINUTES OF MEETING: September 6, 2016

PRESENT: O. Aina, Z. Cui, M. Garcia, J. Kennedy, A. Khodayari, G. Simon-Cerejido

ABSENT: T. Omidshar

1. **Introductions**

M. Garcia conducted introductions of committee members.

2. **Election of Chair**

M. Garcia conducted election of Z. Cui as Chair and G. Simon-Cerejido as Vice-Chair.

3. **Call to Order**

Z. Cui called the meeting to order.

4. **Announcements**

M. Garcia – Cal State LA is preparing for WASC Review. K. Elliot-Brown is preparing documents for submittal Fall 2018. The site visit will be Fall 2019.

5. **Intent to Raise Questions**

None.

6. **Liaison Report**

None.

7. **Approval of the Agenda**

M/s (Kennedy) to approve agenda.

The motion was passed.

8. **Curriculum**

a) **2016/2017 Curriculum Timeline**

The committee reviewed the new curriculum timeline for 2016/2017.

b) **SharePoint**

M. Garcia updated committee regarding continued use of SharePoint for Curriculum Review Process in near future.

c) **Updating Academic Plan Tables & Degrees Database**

S. Krentzman is making sure Cal State LA's degree codes align with the Academic Plan Tables in CSU Mentor.

9. **Old Business**

a) **Curricular Review Process Survey**

The committee did not discuss this item. EPC will be sharing survey results with CS committee for their feedback.

b) **Curriculum Handbook**

M. Garcia continues to update handbook to reflect semester changes.

c) **Student Internships –EO 1064, (c.f. CURR-04), CURR 13-02**

The committee did not discuss this item.

d) **Service Learning Policy**

The committee did not discuss this item. GES is currently reviewing this policy.

10. **New Business**

a) **Proposed Changes to Delegation of Authority to Approve Subprograms (Options, Concentrations, Special Emphases) and Minors - EO 1071 (CURR 16-01)**

The committee reviewed the proposed draft from the Chancellor's Office (CO). Program review will be used to address these issues. M. Garcia will request clarification from CO regarding item 3. Requisite Conditions of Approval and check policy for minimum unit requirements for Options.

11. **Adjournment**

The meeting adjourned at 12:02 p.m.