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

October 22, 2024

Present:

CAH – Vacant
CSB – J. Taylor
CHHS – T. Garcia, Vacant
CSM - Vacant,
KSOEHD – S. Mehta
LCOE – H. El-Razouk (Chair)
VPAA – B. Muscat (Ex-Officio)
Guest – N. Vazquez-Cutler, Articulation Officer
Guest – Dolly Lopez, Library
Guest – J. Ramirez, UGS Office
Guest – E. Gonzalez, Graduation
Guest – S. Porraz, Degree Audit
Guest – I. Kisby (ASI)

Absent/Excused: JCAST – S. Konduru, CSS - A. Hasnain

I. **Call to Order:** 2:04pm

II. **Approval of Agenda:** 10/22/24

III. **Approval of Minutes:**

IV. **Communication and Announcements:** UGC nominations still pending

V. **New Business:** Nominations for M/I (LCOE, COSS, JCAST) and Online/Blended Education Committee (CAH, CHHS, CSM), New Writing Committee Member confirmed Kevin Smith

Red text below means the item is in the new curriculum system

VI. CONSENT CALENDAR ITEMS

Craig School of Business

AY 24-25 ECON 191I (Catalog#(195I) / Prerequisites) – MSC to approve pending program change.

VII. NEW COURSE PROPOSALS

Lyles College of Engineering

Process ID 6961397 ME 170 – MSC to approve pending APM 232 updates. Revise the following statement in syllabus to align with APM 232 for unplanned absences “Late homework assignment submission will not be accepted except for serious and compelling reasons that are documented and given to the instructor prior to your absence”. Course will be included in Group A electives - program change pending new GE layout and it does include this course

Process ID 6961403 ME 172 – MSC to approve pending APM 232 updates. Under “Course Requirements/ Homework” section of the syllabus, revise the following statement to align with AMP 232 for authorized absences “No late work will be accepted”. Course will be included in Group A electives – program change pending new GE layout, and it does include this course

Process ID 6961406 ME 173 – MSC to Approve. Course will be included in Group A electives – program change pending new GE layout, and it does include this course

College of Arts and Humanities (OnBase: No representation)
Process ID 6920726 COMM 172 (Conversion) – MSC to approve pending: Add hours distribution and "Previously offered as COMM 188T" to the catalog description in the request form and the markup/clean copies of the catalog descriptions. Explicitly reference APM 232 for authorized absences under the Attendance and the Late work policies of the syllabus.

Process ID 6920735 COMM 173 (Conversion) – MSC to approve pending: Add hours distribution and "Previously offered as COMM 188T" to the catalog description in the request form and the markup/clean copies of the catalog descriptions. The justification form under question a it lists item #1 and #3 without an item #2? (Jayne said this is just a typo). Explicitly reference APM 232 for authorized absences under the Attendance and the Late work policies of the syllabus.

AY 24-25 MCJ 122 – Explicitly reference APM 232 under the attendance/ authorized absences/ late and missing work grading policies of the syllabus (address unplanned absences). Course will be tabled until the course fee committee approves the fees. Jayne will contact them about options regarding course fee.

Jordan College of Agricultural Sciences and Technology
AY 24-25 PLANT 176A – MSC to approve
AY 24-25 PLANT 176B – MSC to approve
Both courses will be held pending receiving program change revision

VIII. PROGRAM PROPOSALS
College of Arts and Humanities (No representation)
AY 24-25 Advertising and Public Relations, Minor – Tabled pending MCJ 199 course revision proposal, only change being applied to minor