**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**

**December 3, 2024**

**Present:**

CAH – M. Morillo
CSB – J. Taylor
CHHS – T. Garcia, Vacant
CSM – K. Closser
KSOEHD – S. Mehta
LCOE – H. El-Razouk (Chair)
LIBRARY – D. Lopez (non-voting)
VPAA – B. Muscat (Ex-Officio)
Guest – N. Vazquez-Cutler, Articulation Officer
Guest – J. Ramirez, UGS Office
Guest – E. Gonzalez, Graduation
Guest – S. Porraz, Degree Audit
Guest – J. Camiling, ASI
Guest – A. Holladay, Graduate Studies

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

I. **Call to Order:** 2:02pm

II. **Approval of Agenda:** 12/03/24 – MSC to approve

III. **Approval of Minutes:** 11/19/24 – tabled

IV. **Communication and Announcements:**

- Reminder, proposals pending in OnBase will be canceled after the April 1 approval deadline
- Certificates of Special Study – will not require WSCUC Screening Process: Jayne is working on submitting forms for previously approved certificates from 2017 to current year. The 2 certs that we approved recently from Business school need to be submitted before we approve them. No other action is needed from the committee.

V. **New Business:**

- APM 221 – accelerated/blended programs (Alexis Holladay) – students will be able to share 12 units not only 9 units for their accelerated master degree. James and Estella suggested that we look more into it to decide our position. Invite Alexis (and other stakeholders like the Registrar Office) to future meeting to discuss further and possibly present to a sample degree. Jayne confirmed blended programs would need approval by the chancellor's office prior to implementation.

**VI. CONSENT CALENDAR ITEMS**

**Lyles College of Engineering**

AY 24-25 ENGR 11 (Description) – Tabled for 2nd Read. Syllabus does not include much information such as attendance/grading/makeup policies. Returned to request a completed sample syllabus listing the attendance/grading/makeup policies and send back for 2nd read.

AY 24-25 ECE 71 (~~Units~~ Lecture, Lab Hour /CS#) – MSC to approve

**College of Science and Mathematics**

AY 24-25 BIOL 153 (Lecture/Lab hours) – MSC to approve pending correction of the BIOL 120L prerequisite as it's listed as a prerequisite in the request form but not in the syllabus. Syllabus was not updated when course split and old hour-distribution (3 hours lecture and 3 hours lab) is still listed and needs to be updated to new hour-distribution (2 hours lecture and 6 hours lab). The change in hour-distribution results in increased WTUs from 5 to 6.

VII. **NEW COURSE PROPOSALS**

**College of Arts and Humanities**

AY 24-25 MCJ 122 – MSC to approve pending: There is a $20 course fee shown in the syllabus. Fee needs to be approved first or removed from the syllabus to move forward. Typo on page 6 in the attendance policy. The grading scale is subject to change in the syllabus – 'subject to change' is standard language on the syllabus template. CAH Rep will send notes to Jayne and Hayssam to communicate with the submitter.

VIII. **PROGRAM PROPOSALS**

**College of Arts and Humanities**

AY 24-25 MCJ – Advertising and Public Relations Option, BA – MSC to approve.

AY 24-25 MCJ – Broadcast and Digital Journalism Option, BA – MSC to approve pending contact person for title change communication. TMC and Degrees database will need to be updated to reflect the name change (Jayne does this after approval). Jayne - Digital Journalism Option is being deactivated. Jayne just received it today and will be processed as it's tied to this change.

Adjourn meeting: 2:49pm