Minutes of The Graduate Curriculum Subcommittee

CALIFORNIA STATE UNIVERSITY, FRESNO
5200 N. Barton Ave., M/S ML 34
Fresno, California 93740-8014
(559) 278-2743
March 28, 2025, 09:00 PST (via Zoom)

Members Present:	Xiaojun Li, Michael Mahoney, Hubert Muchalski, Arun Nambiar, Jordan Pickering, Stephanie Ryan, Kammi Sayaseng, Shu Wang, Elizabeth Lowham (ex-officio)
Members Excused:	
Members Absent:	
Guests:	Alexis Holladay

1. Meeting called to order at 9.02 am

2. Approval of the Agenda of March 21

    MSC

3. Approval of Minutes of March 28

    MSC

4. Communications and announcements

    a) Dr. Muchalski thanked Dr. Pickering for chairing the meeting on 3/21

    b) Dr. Lowham reminded the faculty about the non-resident tuition waiver program and thanked the faculty on the committee

5. Old business

    a) CSCI - 226 - Advanced Database Systems

    Motion: Approve with comments/amendments
    Comments:
    - Express percentage for each letter grade as a range, not a single value. Revisit and clarify the language explaining the grading structure

    MSC

    b) CSCI - 256 - Wireless Communications and Mobile Computing

    Motion: Approve with comments/amendments
    Comments:
    - Revisit and clarify the language explaining the grading structure. Specifically, include total points for assignments (even if it is 100).
    - Clarify the modality of instruction as stated in the syllabus. If there is any distance learning component, it should be explicitly stated.

    MSC

    c) CSCI - 274 - Combinatorial Algorithms

    Motion: Approve with comments/amendments

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Comments:
- List the required and optional materials separately.
- Clarify the role of low stake quizzes (currently strikeout 15%) as well as bonus points in the total letter grade structure. Should it be 85-105%?
- Update the chair's contact information (not Dear C. Meyer)
- Add APM 232 to the section attendance since it part of the final grade.

MSC

d) CSCI - 297 - Graduate Synthesis

Motion: Approve with comments/amendments
Comments:
- Clarify whether all the books listed under "Required materials" list are truly required. The phrasing implies that the books "are some examples" that students could use to prepare for the exam.
- Express the grading scheme using percentages rather than letter grades, especially that averaging is involved across multiple subjects.
- Revise the description of what happens when the student fails the course. Now says "Incomplete" but the proposal requests Sat/Unsat grading and approval for "RP" grading.
- Revisit accessibility of the document (color choices in course schedule).
- Add APM 232 under attendance policy since it is part of grading criteria.

MSC

e) CSCI - 298 - Research Project

Motion: Approve with comments/amendments
Comments:
- Add APM 232 under attendance since it is part of the grading structure.
- Missing letter grading table (what percent for each grade).
- Update the chair's contact information (not Dear C. Meyer)

MSC

f) CSCI - 299 - Master's Thesis

Motion: Approve with comments/amendments
Comments:
- Add APM 232 under attendance since it is part of the grading structure.
- Missing letter grading table (what percent for each grade).
- Update the chair's contact information (not Dear C. Meyer)

MSC

g) KINES - 299 - Thesis

Motion: Approve with comments/amendments
Comments:
- Add late work policy and include a reference to APM 232: Policy on Student Absence
- Add point values to assignments table as well as the total points available for assignments. Currently shows 100 points.

MSC

6. Adjournment : 9.55am

Submitted by: Hubert Muchalski