

**Curriculum Policies Committee 2016-2017**  
**1:30 – 2:50 PM**  
**Sacramento Hall 161**

**Minutes for Tuesday, October 18, 2016**

**Approved: November 15, 2016**

**Attending:** Amata, Baldus, Croisdale, Fell, Ingram, Keck, Lin, Mort, Murphy (Chair), Newsome, San Felipe.

**Absent:** Biagetti, Burke, Chalmers, Liu, Heather, Llamas Green.

**Guests:** None.

1. Approval of minutes from Oct 8, 2016. Motion to approve by Amata, 2<sup>nd</sup> by Ingram; voted and approved.
2. Information Items
  - a. Faculty Senate & Senate Executive Committee (EC) update (Murphy):
    - Fell & Murphy are finalizing the eLearning policy to send to EC.
    - Timely Declaration of Major policy update: The EC has formed a working group and the revised policy will include language on pre-majors and expressed interest students.
    - The EC requires separate information document (termed, Road Map) for each policy submitted to that body by sub-committees.
    - follow-up to discussion at last meeting on students successfully/unsuccessfully completing prerequisites: CMS does not check for successful completion of prerequisite courses. No data exists on whether students who are unsuccessful in prerequisites and are enrolled in the subsequent courses; so the extent of the problem is unknown. Murphy will check with Chevelle Newsome and Office of Institutional Research for any data on the issue.
    - Next week Murphy in Pomona for WASC conference.
  - b. Assessment policy working group trying to meet to discuss assessment issues. Amata reported checking other CSU campuses for existing policy on institutional level research and found only the San Francisco campus has a policy.
  - c. Curriculum Sub-committee update (Fell): courses and programs review on list #2 is underway. Large volume of forms and Fell feels the committee will meet the November deadline.
  - d. APROC (Amata): discussed program review process and identified that current process has resulted in dates for program reviews that are not met. There are 4 program review reports that are way past due. There may be a preference to revise the current process rather than re-create the entire process. APROC has had difficulties populating the review teams and finding review team Chairs. Sue Escobar (Criminal Justice) and Carolyn Gibbs (Design) are new members of APROC.
3. Discussion Items

- a. Old business:
  - i. No discussion on agenda items; tabled for later meeting.
- b. New business:
  - i. Review of Impaction Report (Fell, with Croisdale): Impressions were that it is a good report. Overall goal divided into 3 phases. Phase 1: communicate openly and clearly with students and enforce existing policies. Phase 2: increase number of course offerings, increase number of faculty, increase number of support staff and services. Calls for a market analysis to examine need and demand for courses and programs. Discussion concerning whether the market analysis should be statewide rather than regional given Sac State grads are in demand throughout the state. Murphy to follow-up with Academic Affairs as to why the current mechanism for estimating demand is not working. (Not discussed; Phase 3: strategic enrollment planning and management).
  - ii. Review of Diversity Report (Keck, with Murphy): mostly a report on what has occurred with development of new Office of Diversity. Regarding curriculum, the report suggests working with faculty on elements that may perpetuate unconscious bias in the classroom. Fell suggested inviting the new Diversity Officer, Dr. Robin Carter; Murphy to do so. The report also suggests that with long-term impaction, there may be a negative effect on access to courses and student for diverse student populations. Faculty related: how to attract and recruit a diverse faculty candidate pool. Amata gave example of Library Sciences where 80% are either White or Asian. Discussion raised that there can be issues of faculty and bias in the classroom and therefore an Ombudsperson may be a potential role to help to foster safe discussion on issues in classes. There is also potential impact if new Diversity Office reviews curriculum (Fell), and if Diversity Officer has an impact, they need to work with CPC and ultimately the Faculty Senate on issues.
  - iii. Review of Quantitative Reasoning report (Ingram): includes a new definition of quantitative reasoning which could lead to increased difficulty with students understanding material. Also, transfer students may have additional requirements that native students do not; may lead to lawsuits that ultimately require the campus to demonstrate that every requirement and prerequisite is really needed.

4. Adjourned at 2:50 p.m.

Remaining 2016-2017 meeting dates:

Nov 1, Nov 15, Dec 6

Feb 7, Feb 21, Mar 7, Apr 4, Apr 18, May 2