

Curriculum Policies Committee 2015-2016
1:30 – 2:50 PM
Sacramento Hall 161

Minutes for Tuesday, November 3, 2015

Approved: November 17, 2015

Present: Ben Amata (Vice Chair) (LIB), Brian Baldus (CBA), Stephani Biagetti (EDUC), Chloe Burke (A&L), Tim Croisdale (HHS), Benjamin Fell (Chair) (ECS), Carolyn Gibbs (A&L), Anna Mia Kagianas (ASI), Keck (University Staff Assembly), Sheree Meyer (Dean for Undergraduate Studies), Chevelle Newsome (Dean of Graduate Studies)

Absent: Katherine Chalmers (SSIS), Vivian Llamas Green (Associate Register), John Ingram (NSM), Liam Murphy (SSIS), Chris Saenz (ASI)

Visitor: Julian Heather (chair, GSPC)

1. Updates from Senate and Senate Exec

- Fell updated committee on two policies before the Senate, Faculty Responsibilities to Students in the Instructional Environment Policy and the Office Hours Policy. Will be on November 12 Senate agenda as second reading items.
- Fell updated committee on three policies in the Executive Committee. The first is changing the minimum grade requirements for GE Area A and B-4, change from a C- to a C. Meyer stated this is in response to Executive Order 1100. The second is the course repeat policy to prevent taking courses at another university and transferring them in if they had already taken the course here and received a C or better. The final policy is the internship policy to comply with Executive Order 1064. These policies will be in the Senate within the next few meetings.

2. Minutes from October 20th approved

3. Discussion Items

○ New business

- New software programs coming to Sacramento State
 - Meyer presented handout to committee (see attached) describing new software that has been, or is being, purchased by the university. Stated that Sacramento State initially purchased U-direct; this had limited success because it was not dynamic, it didn't work well with students who need remediation and it didn't interface with CMS.
 - SmartPlanner is a CMS add-on which will be rolled out in 3 phases (15-18 programs per phase). If used, it will predict future demands for number of sections for specific classes.
 - Gibbs stated SmartPlanner will need to be advertised to departments, and not

to rely on department chairs for dissemination. Possibly require it be used during new student orientation.

- CourseLeaf tracks curriculum (CIM) and catalog (CAT) changes. It is also compatible with CMS.
 - Opportunity for CPC to look at course approval process and think about if it is what we want it to be. Also, does the catalog format need to be changed or revised, perhaps by standardizing course descriptions and course objectives
 - Amata asked about the number of catalogs that would be archived using CAT.
 - Gibbs, Amata and Fell agreed to form an ad-hoc working group to think through possible policy revisions for curriculum and program approval procedures and guidelines.
- Discussion regarding campus assessment infrastructure
 - Heather and Fell discussed activity in a sub-group of the WASC Meaning, Quality, and Integrity Working Group to globally look at the infrastructure of campus assessment practices. The sub-group has suggested that assessment should be led by the Faculty Senate, and that a new standing policy committee be created, with subcommittees, to properly address campus assessment. In general, CPC agreed to pursue this course of action.

4. 2015-2016 meeting dates

Sept 15; Oct 6, 20; Nov 3, 17; Dec 1

Feb 2, 16; Mar 1, 15; Apr 5, 19; May 3