



CALIFORNIA STATE UNIVERSITY, LOS ANGELES
Office of Undergraduate Studies

CURRICULUM SUBCOMMITTEE

APPROVED

MINUTES OF MEETING: September 7, 2021

PRESENT: L. Fu, M. Garcia, A. Khodayari, A. Noland, M. Oropeza-Fujimoto, A. Snow, E. Winokur

EXCUSED ABSENCE: L. Greenberg, M. Ramirez, E. Tam, K. Yamazaki

1. **Call to Order**

Vice-Chair M. Oropeza-Fujimoto called the meeting to order.

2. **Introductions & Election of Chair**

Vice-Chair M. Oropeza-Fujimoto had committee members introduce themselves. The committee will still need to hold an election for Chair at the next meeting.

3. **Announcements**

M. Garcia – Students received an email from Cal State LA on Saturday, 09.04.21 regarding mandatory vaccination status. Students who have not shown their vaccination status or an approved exemption will have a hold placed on their Spring registration effective October 1st.

4. **Intent to Raise Questions**

None

5. **EPC Liaison**

L. Greenberg will be the EPC Liaison for the Curriculum Subcommittee for AY 2021-2022.

6. **Approval of the Agenda**

M/s/p to approve the Agenda for 09.07.2021.

7. **Approval of the Minutes**

The Minutes for the last meeting of Spring 20 were approved via email.

8. **Curriculum**

None

9. **New Business**

None

10. **Old Business**

a. *Curriculog Updates* – M. Garcia discussed the issue regarding single sign-on and Curriculog. M. Garcia and E. Tam are working with the vendor to resolve the problem. As a result of this issue, the curriculum deadline may be extended by a week. M. Garcia highlighted two useful forms for faculty on Curriculog:

1. Form 1A – Online/Hybrid Approval for Certified Courses 1.1 – used to request expedited approval for online and/or hybrid modes of instruction, primarily for courses that have already gone through DOC, Quality Matters, or similar online reviews and certifications.
2. Form 9A – Hierarchy Change/New Prefix Request – used to submit a request for entity hierarchy change or a new prefix.

b. *Policy for online/hybrid courses* – The committee may need to revisit the proposed New Policy: Criteria for Proposing Courses with Hybrid and Online Components drafted by AIRS last semester.

- c. *Curriculum language and terminology* – UGS will work with the committee to create consistent curriculum language and terminology for curriculum proposals.
- d. *Service-Learning Policy* – M. Garcia discussed the need for a way to identify service-learning courses. The Chancellor's Office is currently working on developing a common definition for service-learning courses across the CSU.

11. **Adjournment**

The meeting adjourned at 11:44 am