

**M-I-N-U-T-E-S**  
**Curriculum Committee**  
**Tuesday, February 14, 2023, 11:00 AM**  
**Zoom**

Present: Bets McNie (Chair), Christine Isakson, Amy Parsons, Kitty Luce, Tony Snell, Amy Skoll, Ariel Setniker, Emily Scheese, Scott Green, Graham Benton (Non-voting), Steve Browne (Non-voting), Dinesh Pinisetty (Non-voting), Julia Odom (Non-voting), Shari Smiljanic-Villa (Non-voting), Natalie Herring (Non-voting) and Pat Harper (Non-voting)

Guests: Ryan Wade, Chris Chiego, Dianne Meredith and Jennifer Metz

**I. Approval of Agenda and Minutes**

- \* Bets called for approval of the agenda for Tuesday, February 14, 2023. Amy S. motioned for approval; Ariel seconded the motion. The agenda was approved.
- \* Bets called for approval of the minutes for Tuesday, January 10, 2023. Amy P. motioned for approval; Ariel seconded the motion. The minutes were approved 8-Yes, 0-No, 0-Abstentions.

**II. Old Business**

- \* **Curriculum Committee Policy Revision** – Amy P.  
In the revision of the CC Policy, there are two things in the description of what the committee does that still needs guidance from everyone. Will the CC continue to be an advisory presence for program reviews? Program reviews have been done in the past, but not for a long time. Will the CC be the repository for program reviews? Over the next couple of days, the full draft of all the revisions that have been finished will be made available in electronic form to all CC members. There will be a comment period ending around March 1. The comments will be incorporated into the document before the next CC meeting on March 14.

**Second Reading and Possible Vote:**

- \* **CCR 10/22-01 ISS New Roadmap** – Ryan Wade  
Ryan thanked the members of the Curriculum Committee, the GE Committee and the impacted departments. Graham has been in contact with WASC and the Chancellor's Office. He has been working with the Assistant Vice Chancellor for the past couple of weeks. The CO needs the approval of the CC first before the revisions for this program are made, which includes a name change and a CIP change. Graham explained that the CIP code is a classification of instructional programs code. There are thousands of these codes. An appropriate code is selected for every major in every accredited university. Prospective students can search the code to find universities that offer the major they are interested in. With the revisions of the curriculum, a new code has been selected for the ISS major.

Christine questioned approving the name of the new major. Graham stated that we are requesting approval of the program and name change of the program. Kitty questioned about changing the CIP code and transfer students needing a two-year roadmap. Ryan stated that the AAT remains the same. We currently don't have a two-year roadmap. Bets asked about the co-op/internship. Sophomore year allows extra time if students don't do it then. Kitty stated that under Assessment, IWAC would like to see all the ILOs and the details where the ILOs will be addressed. Ryan will schedule a meeting with IWAC. Ariel would like to hear about the programmatic assessment plan (learning outcomes). Kitty would like more assessment detail on the CCR. The Curriculum Committee doesn't approve the name of the program, just the curriculum. Amy S. moved to approve the roadmap; Amy P. seconded the motion. The vote was 8-Yes, 0-No, 0-Abstentions.

### III. New Business

#### First Reading:

\* **CCR 02/23-01 GMA 110 First Year Seminar** – New Course

Amy Skoll introduced this course. Ariel asked if the course should have a different course code since it could apply to any student from any major. Graham replied that for now, each department will create their own FYS course. Kitty noticed that the course description listed on the CCR was for Security Studies instead of First Year Seminar. Amy P. pasted the correct course description into the chat so Pat can add it to the minutes. The following paragraph is the correct course description for GMA 110 First Year Seminar.

“The purpose of the First Year Seminar is to introduce Cal Maritime cadets to the campus community and prepare students for academic, personal, and professional success. This course is designed to help students successfully transition from high school to college life by providing students with the necessary resources and support. Through fostering a sense of belonging, helping students navigate campus norms and expectations, providing students with opportunities for self-reflection, guiding students through academic success strategies, and engaging students in meaningful dialogue, the First Year Seminar aims to foster confidence and character among of our cadets and equip them to take ownership over their college experience.”

\* **CCR 10/22-02 GMA 115 Introduction to Security Studies** – New Course

Amy Skoll introduced this course.

\* **CCR 10/22-04 GMA 415 Strategy and War** – New Course

Chris Chiego introduced this course.

### IV. Open Floor

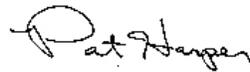
- \* Emily Scheese is preparing a CCR for a separate course for Women's Golf. She asked if two weeks is enough time to add it to the agenda of the March meeting. Bets replied that two weeks is enough time. She will talk offline with Emily later.

- \* Amy P. mentioned a few things to look out for when everyone has access to the revised draft policy. The calendar time frame has been previously discussed. Big changes need enough time to move through the Curriculum Committee and time for the Registrar to set up the changes. Big changes would need three CC meetings. There has been discussion about big changes then going to the Senate, which would add two Senate meetings, about five to six weeks.

Graham commented about one of the issues we have at our campus. How do we acknowledge these university-wide curricular requirements that we want to implement? We don't have a mechanism for that. The Curriculum Committee would have to play a role. For proposals for brand new majors, what's the process by which these go forward? Can the CC or Academic Senate stop those? This is a discussion to be held later.

Bets called for a motion to adjourn. Amy S. motioned to adjourn; Kitty seconded the motion. The meeting was adjourned at 12:07 PM.

Respectfully submitted,

A handwritten signature in black ink that reads "Pat Harper". The signature is written in a cursive style with a large, looped initial "P".