<p style="text-align:center">**M-I-N-U-T-E-S**
Curriculum Committee
Tuesday, November 14, 2023, 11:00 AM
Zoom</p>

Present: Bets McNie (Chair), Christine Isakson, Kitty Luce, Amy Parsons, Ariel Setniker, Emily Scheese, Amy Skoll, Scott Green, Nader Bagheri for Wil Tsai, Steve Browne (Non-voting), Julia Odom (Non-voting), Graham Benton (Non-voting), Dinesh Pinisetty (Non-voting), Alex Parker (Non-voting), Rick Robison (Non-voting), Shari Smiljanic-Villa (Non-voting), Natalie Herring (Non-voting) and Pat Harper (Non-voting)

Absent: Wil Tsai

Guests: Amber Janssen, Tamara Burback and Nader Bagheri

I.   Approval of Agenda and Minutes

✱ Bets called for approval of the agenda for Tuesday, November 14, 2023. The topic that Amber will speak on should be changed to **ILOs to CC Policy**. Amy P. motioned for approval, as amended; Nader seconded the motion. Amy S. mentioned that a new course, GMA 420 Cybersecurity, had been approved by the GE Committee but she didn't see it on the agenda. ISS plans to offer the course in the Spring 2024 semester so it needs approval by the Curriculum Committee this semester. The CCR for GMA 420 needs some revisions. Bets proposed to waive a first reading next month and vote on it next month. Amy P. motioned for approval of this proposal. The CCR for GMA 420 will be added to December's agenda. The 11/14/23 agenda was unanimously approved.

✱ Bets called for approval of the minutes for Tuesday, October 10, 2023. Amy P. motioned for approval; Kitty seconded the motion. The minutes were unanimously approved.

II.   Old Business

✱ **GWAR Policy** – Amy P.
A first reading of the proposal to restructure how our campus handles GWAR was held at our last meeting in October. Amy asked if anyone had any questions. Most of what Amy talked about at the October meeting was the system. There is also a policy, as part of the proposal, for how the CC will decide whether a class is a GWAR-certifying class. We will have a second reading and vote at the next meeting in December. Amy will send out a reminder before the meeting.

✱ **ILOs to CC Policy** – Amber
Amber is the chair of IWAC. As a university, we currently do not have a policy that defines our institution learning outcomes or even how to create or revise them. IWAC, as our assessment council, has proposed that we create a policy. Some language has been proposed. This is similar to the GWAR policy where it is available for the CC to review it to make sure it is right before it goes on to the next step. This will be a senate policy eventually. Amber shared her screen to show edits that have been made and asked for feedback. There was a discussion about assessing leadership. She asked that revisions or comments be sent to her or Wil Tsai or other members of the IWAC team. This is the second reading. Bets asked for a motion to approve this policy and send it to the General Senate. Amy S. moved to approve; Scott seconded the motion but asked that some grammatical corrections be made. The unanimous vote was 9-Yes, 0-No, 0-Abstentions.

✱ **CCR 10/23-04 EPO 220 Diesel Engineering I –** Reduce to 1 unit – Scott Green
This course used to be taught as a 2-unit course on the training ship during cruise. This course will be reduced to 1 unit and a new 1-unit course, EPO 220L Diesel Engineering I Lab, is created below. Both courses will be taught on campus.
CCR 10/23-05 EPO 220L Diesel Engineering I Lab – New Course – Scott Green
Creating this lab will make it more flexible for faculty to teach and students to take. Both the lecture and lab will be implemented in Fall 2024. A motion by Scott was made to vote on EPO 220 and EPO 220L as a single group; Nader seconded the motion. The unanimous vote was 9-Yes, 0-No, 0-Abstentions. Kitty motioned to approve both courses; Amy S. seconded the motion. The unanimous vote was 9-Yes, 0-No, 0-Abstentions.

✱ **CCR 10/23-08 Marine Transportation Transfer 3-Year Roadmap –** New MT Transfer Roadmap – Tamara Burback
✱ **CCR 10/23-09 Marine Transportation Post Bac 3-Year Roadmap** – New MT Post Bac Roadmap – Tamara Burback
Tamara stated that some feedback was received, and the language was altered, but the program is not changing. Only the way it is presented to students as a 3-year curriculum is changing. Hopefully, students will be able to be advised equally and there will be some transparency for the Registrar and Coast Guard licensing. The post bac roadmap eliminates the GE requirements. The transfer students may have to take some GE courses, but the faculty and university advisors will need to figure out how they fit in. The roadmaps aren't perfect because students will transfer in different courses. We are moving to make this official so students will need to declare a 3-year MT track.

Christine suggested that an asterisk be placed in the title that links to the information in the box. Econ needs to be added to the box as a course that students must transfer in. Shari stated that the advisement report in Peoplesoft and Smart Planner will be the same for a first-time freshman and a transfer. There will be a lot of faculty advising required for a 3-year transfer degree roadmap. We can create a separate advisement report just for the post bac. Bets asked if an indication needs to be made to DL 420 Watchstanding Simulation, in Summer Cruise Third Year, that the course will be an additional cost for students since it is offered through PACE in the summer. Shari replied, "Yes, especially for VA students that are using the Cal Vet fee waiver. The Cal Vet fee waiver will not cover that course since it is not being taught by the undergrad program." Bets asked for a motion to approve the 3-year transfer and 3-year post bac roadmaps with the following amendments:

1. Adding an asterisk after 3-Year, linking it to the general ed courses students must take that are listed in the bottom box on the roadmaps.
2. Adding a symbol to DL 420, indicating that it is not covered by tuition; a separate fee will be required.
3. Adding an economics course to the bottom box on the roadmaps.

Scott motioned for approval; Kitty seconded the motion. The unanimous vote was 9-Yes, 0-No, 0-Abstentions.

III. New Business – First Reading

✱ **CCR 11/23-01 CRU 300 Sea Training III (Deck) –** Prerequisite Changes – Tamara Burback
FF 200 does not exist anymore. FF 300 replaces FF 200 as a prerequisite.

✱ **CCR 11/23-02 DL 225L Radar/ARPA Lab** – Revised CS Number & WTUs – Tamara Burback
This CCR corrects the CS number and WTUs so Shari doesn't have to manually correct them every time the course is offered.

✱ **CCR 11/23-03 DL 420 Watchstanding Simulation** – Revised CS Number & WTUs – Tamara Burback
This CCR corrects the CS number and WTUs so Shari doesn't have to manually correct them every time the course is offered.

Next month Tamara will also submit a CCR for DL 320 Intro to Bridge Simulator. It also needs its CS Number & WTUs corrected so Shari doesn't have to manually correct them every time the course is offered.

✱ **CCR 11/23-05 ME 436 Mechatronic System Design –** Remove STCW and Seatime Equivalency Designations – Nader Bagheri
When the original CCRs for ME 436 and ME 436L were submitted in 2020 and 2021, ME 436 was accidentally designated as an STCW course with Seatime Equivalency. Only ME 436L Mechatronic System Design Lab should have those designations.

Bets asked for a motion to adjourn. Nader motioned for adjournment; Scott seconded the motion. The meeting was adjourned at 12:01 PM.

Respectfully submitted,

Pat Harper