

## **Curriculum Committee Agenda**

Monday, October 8, 2018

2:30-4:00 PM

Compass Rm. #1

### **I. Nominations for Chair of the Curriculum Committee**

- \* Nominations for Chair of the Curriculum Committee. If there are no nominations, Ryan Dudley Wade is willing to continue as chair.

### **II. Agenda and Minutes**

- \* Approval of Agenda for Monday, October 8, 2018
- \* Approval of Minutes for Thursday, April 19, 2018

### **III. Business Via Email**

- A. Due to the lack of a quorum at the last Curriculum Committee meeting on Thursday, April 19, 2018, CCR 04/18-05 and the two listed below in Old Business, CCR 04/18-03 and CCR 04/18-04, were not voted upon.

On April 24, 2018 Graham Benton sent an email to the curriculum committee members asking for a vote by email on CCR 04/18-05 so that Cal Maritime would not be out of compliance with Executive Order 1100.

**CCR 04/18-05 – Class of 2022 (Students Entering in 2018) International Business and Logistics Curriculum Sheet** – Revise IBL Class of 2022 (Students Entering in 2018) curriculum sheet to conform to EO 1100.

On April 27, 2018, the final email vote by voting members was 7-Yes/0-No/1 abstention. Two members did not vote.

- B. On Tuesday, May 22, 2018, Julie Chisholm sent an email to Curriculum Committee members asking for a vote by email on the following two new courses so that Cal Maritime would not be out of compliance with Executive Order 1100. The first would be offered in Fall 2018 and the second in Spring 2019.

**CCR 04/18-06 – EGL 101A Stretch English Composition I** – New course to conform to EO 1100.

**CCR 04/18-07 – EGL 101B Stretch English Composition II** – New course to conform to EO 1100.

On June 6, 2018, the final vote by voting members was 8-Yes/0-No. Two members did not vote. The following statement was sent by Scott Green in reply to the request of an email vote:

Colleagues,

I'm pretty sure you all know how I feel about conducting business this way. It is not acceptable. Regardless of the appearance of this one being "straightforward," this should have been dealt with in a timely fashion last semester. These cases of "this just slipped by" are becoming more and more frequent and problematic. For those of us on the ship, that we cannot even see email is an even bigger problem. It is unfair and not in keeping with collegiality. If the time crunch for this was so pressing, why was it not dealt with way back in Spring?

Sorry for my candor, but, in the face of our Senate objections to lack of true shared governance campus-wide, this sort of thing strikes me a double standard. And at the risk of angering some of you, I would point out that a vital and significant portion of the university is, in fact, at sea, NOT in Vallejo. We deserve the right to be able to confer with the rest of our colleagues back "home" verbally - not through a cattywompus and unreliable email system.

That all said, I have no objections to the changes requested.

With respect,  
Scott

**A. Old Business**

- \* **CCR 04/18-03 – CEP 300 Business Industry Co-Op I** – Course description shortened and request to cap enrollment.
- \* **CCR 04/18-04 – MGT 410 Quantitative Managerial Methods** – Course description shortened, add MGT 305 Information Systems Management as a prerequisite and request that course be taught in a computer lab.

**B. New Business**

- \* **CCR 10/18-02 – ET 460L Automatic Feedback Control Lab** – Remove the STCW designation from ET 460 Automatic Feedback Control and add it to ET 460L Automatic Feedback Control Lab, which is where the STCW assessment is done.
- \* **Department of Sciences & Mathematics Oceanography Program Presentation (Program to Begin in Fall 2020)** – Presented by Alex Parker and Graham Benton

**M-I-N-U-T-E-S**  
**Curriculum Committee**  
**Monday, October 8, 2018, 2:30 PM**  
**Compass Rm. #1**

Present: Graham Benton (Non-voting), Amy Parsons, Amber Janssen, Scott Green, Jeff Ward, Bets McNie, Tony Lewis, Frank Yip, Mike Tressel (Non-voting), Shari Smiljanic-Villa (Non-voting), Julia Odom (Non-voting), Don Maier (Non-voting), Kevin Mandernack (Non-voting), Lina Neto (Non-voting) and Pat Harper (Non-voting)  
Absent: Ryan Dudley Wade, Tom Oppenheim and David Perry  
Guest: Alex Parker

**I. Nominations for Chair of the Curriculum Committee**

- \* Since Ryan was absent, Graham called the meeting to order at 2:40 PM and asked if there were any nominations for chair of the Curriculum Committee. Frank nominated Amy as chair. There were no other nominations. Scott seconded Amy's nomination. A vote was held and Amy was voted chair of the Curriculum Committee, 6-Yes/0-No (Amber had not arrived yet).

**II. Agenda and Minutes**

- \* Amy called for approval of the agenda for October 8, 2018. Tony motioned for approval; Scott seconded the motion. The agenda was unanimously approved, 6-Yes/0-No.
- \* Amy called for approval of the minutes of April 19, 2018. Tony motioned for approval; Scott seconded the motion. The minutes were approved 4-Yes/0-No/2-Abstentions.

**III. Business Via Email**

- \* Scott reiterated that Curriculum Committee business should not be handled by email during the summer. Those on cruise had trouble receiving email and it was not possible to discuss the following CCRs:
  - A. On April 24, 2018 Graham Benton sent an email to the curriculum committee members asking for a vote by email on CCR 04/18-05 so that Cal Maritime would not be out of compliance with Executive Order 1100.  
  
**CCR 04/18-05 – Class of 2022 (Students Entering in 2018) International Business and Logistics Curriculum Sheet** – Revise IBL Class of 2022 (Students Entering in 2018) curriculum sheet to conform to EO 1100. On April 27, 2018, the final email vote by voting members was 7-Yes/0-No/1 Abstention. Two members did not vote.
  - B. On Tuesday, May 22, 2018, Julie Chisholm sent an email to Curriculum Committee members asking for a vote by email on the following two new courses so that Cal Maritime would not be out of compliance with Executive Order 1100. The first would be offered in Fall 2018 and the second in Spring 2019.

**CCR 04/18-06 – EGL 101 Stretch English Composition I** – New course to conform to EO 1100.  
**CCR 04/18-07 – EGL 102 Stretch English Composition II** – New course to conform to EO 1100.  
On June 6, 2018, the final vote by voting members was 8-Yes/0-No. Two members did not vote.

The following statement was sent by Scott Green in reply to the request of an email vote:

Colleagues,

I'm pretty sure you all know how I feel about conducting business this way. It is not acceptable. Regardless of the appearance of this one being "straightforward," this should have been dealt with in a timely fashion last semester. These cases of "this just slipped by" are becoming more and more frequent and problematic. For those of us on the ship, that we cannot even see email is an even bigger problem. It is unfair and not in keeping with collegiality. If the time crunch for this was so pressing, why was it not dealt with way back in Spring?

Sorry for my candor, but, in the face of our Senate objections to lack of true shared governance campus-wide, this sort of thing strikes me a double standard. And at the risk of angering some of you, I would point out that a vital and significant portion of the university is, in fact, at sea, NOT in Vallejo. We deserve the right to be able to confer with the rest of our colleagues back "home" verbally - not through a cattywompus and unreliable email system.

That all said, I have no objections to the changes requested.

With respect,  
Scott

#### **IV. Old Business**

- \* **CCR 04/18-03 – CEP 300 Business Industry Co-Op I** – Course description shortened and request to cap enrollment. There was discussion regarding fiscal implications due to the capping of enrollment. The Committee agreed that fiscal decisions are not made by the Curriculum Committee. Bets motioned for approval; Scott seconded the motion. The unanimous vote was 6-Yes/0-No.
- \* **CCR 04/18-04 – MGT 410 Quantitative Managerial Methods** – Course description shortened, add MGT 305 Information Systems Management as a prerequisite and request that course be taught in a computer lab. The CCR was tabled because the CS Number was not listed on the CCR.

Amy departed at 3:24.

#### **V. New Business**

- \* **CCR 10/18-02 – ET 460L Automatic Feedback Control Lab** –Add an STCW designation to ET 460L Automatic Feedback Control Lab, which is where the STCW assessment is done, instead of ET 460 Automatic Feedback Control lecture. Frank motioned for approval; Bets seconded the motion. The vote was 4-Yes/0-No/1-Abstention. It was decided at this time that an Informal CCR needs to be completed to remove the STCW designation from ET 460 Automatic Feedback Control lecture.

Amber arrived at 3:32.

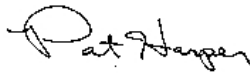
- \* Department of Sciences & Mathematics Oceanography Program Presentation (program to begin in Fall 2020) – Presented by Alex Parker and Graham Benton

Graham handed out a CSU flow chart showing how the oceanography concept paper moves through the proposal process. The proposal will be presented to the Chancellor's Office in January 2019.

Alex handed out the B.S. Oceanography Program Description that includes the courses that need to be approved by the Curriculum Committee. First, the program proposal needs to be approved, then the CCRs for the courses.

- \* The meeting was adjourned at 3:56 PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Pat Harper".

Pat Harper, Secretary