Call to Order
Chair called the meeting to order at 8:00 a.m.

Present:
Debbie Boschini, Melissa Danforth, Vladimir Gasparyan, Andreas Gebauer, Rob Negrini, Maureen Rush, Kathy Szick-Miranda

Absent:
Kamel Haddad

1. Approval of Minutes
11/5/10, 11/12/10, 11/19/10, 11/21/10 Minutes were approved pending corrections to be sent to the chair.

2. Curriculum Committee Business:

New Business:

a. Human Biology Degree proposal

Proposal was introduced by Kathy Szick-Miranda. The degree is proposed as a Pilot Program. It was determined that a Pilot Program needs a stronger needs study. The issue of student preparation for the degree was raised. While there are many students that declare pre-nursing as their majors and may indicate an interest in the Human Biology degree, many cannot complete the science requirements. Thus, the question is if these students are prepared for this degree.

The committee was unanimous in its decision to send the proposal back to the Biology department. The committee requests that the proposal clearly states that it is supposed to be a Pilot Program, that the proposal will follow the guidelines for a Pilot Program proposal outlined in the planning manual, and that a more detailed need study is prepared that does provide not only potential student interest but also a determination of how many students are actually ready to switch to the Human Biology degree after not being accepted into Nursing.

The committee was also made aware that the NSF grant proposal has been declined. The committee asks for an update on plans to resubmit this proposal and to determine what type of needs study was included in the first proposal.
b. Biotechnology concentration in the B.S. in Biology

Proposal was introduced by Kathy Szick-Miranda. The committee expressed concerns with the fact that the degree exceeds the 180 Quarter Unit requirement. The committee inquired if it is not possible to either remove courses from the requirements or if the unit distribution of Biology courses cannot be adjusted. Specifically, many courses separate 5 units into 2 units of lectures vs. 3 units of lab. In contrast to Chemistry, Geology, Math, and Physics, Biology has not adjusted the number of laboratories taught with courses. The committee would like to see how the distribution of units between lecture and lab is handled at other CSUs. The committee also asks that a description of the program at Cal Poly Pomona is included with the proposal. Furthermore, the committee asks that a separate budget is prepared for CSUB students and the Malaysia cohort.

3. Area B/Theme I Committee Business:

New Business:

a. The chair asked that each unit takes responsibility for their courses in Taskstream. All instructors teaching an Area B or Theme I course should upload their syllabus into the taskstream syllabi repository. Additionally, each instructor should enter their course assessment plan (and results, once available) into taskstream. Each course should have a measure associated with it showing in the assessment plan.

b. The substitution waiver memo was discussed shortly. The mathematics department will consider if they would like a substitution waiver to be in place for MATH 190 and 191. The memo will be considered at the next meeting.


5. Adjournment

Committee adjourned at 9:00 a.m.
6. **Area B/Theme I Committee Business:**

   **Continued Business:**
   
   a. Assessment Planning - tabled

   **New Business:**
   
   b. None

7. **Open Forum:**
   
   N/A

**Next Meeting:** Winter 2011 quarter (Fridays 8:00 – 9:00 a.m.)

**Adjournment:**
At 9:00 a.m. Gebauer moved to adjourn meeting.