

Academic Affairs Committee Meeting

Thursday, October 3, 2024

Science III – Room 100

Meeting Minutes

Attendees: E. Adams, J. Deal, C. Dell'Amico, T. Holiwell, R. Korba, E. Montoya, K. Szick, M. Szolowicz, J. Wang

Absent: H. He

1. Call to Order: The meeting was called to order by J. Deal at 10:02 am.
2. Approval of Agenda: A motion to approve the agenda was made by J. Wang, seconded by K. Szick, all in favor without amendment.
3. Minutes:
 - a. Approval of minutes from 09/19/24: J. Deal thanked J. Wang for taking the minutes for the last meeting. A motion to approve the amended minutes from September 19th was made by K. Szick, seconded by M. Szolowicz, all in favor.
 - b. Volunteer needed for minutes for today's meeting: J. Wang volunteered to take the minutes for this meeting.
4. Announcements:

T. Holiwell provided an update on the new coding requirements in PeopleSoft to comply with AB607. The code "ZCCM" will be used to designate courses with zero-cost course materials in the system. This new coding system is expected to be in place by spring 2025. E. Adams raised concerns about some common issue of identifying course materials in a timely manner, particularly due to the late hiring of part-time lecturers, which often results in delays in ordering textbooks.
5. Visit from Sarah Forester and Jesse Bergkamp – Time Certain (10:10 am)

Sarah Forester and Jesse Bergkamp from the Department of Chemistry and Biochemistry presented the purpose and overview of this proposal and addressed questions from the committee. The department currently offers four chemistry tracks and two biochemistry tracks, with one of the chemistry programs certified by American Chemical Society (ACS). The proposal is in response to the growing number of biochemistry students within the department. To better prepare these students for graduate studies, the department is proposing this new concentration that incorporates a stronger research component. This proposal has been under discussion within the department for some time. The curriculum for the new concentration has been restructured to include additional required courses.

6. Resolutions

- a. J. Deal updated the committee that Resolution 242502 (Discontinuation of Agricultural Business Concentration in BS in Business Administration Degree) has been passed at the Academic Senate on 09/26/24.
- b. J. Deal updated the committee about the feedback from the senate's first reading on Resolution 242503 - Cal-GETC Changes. E. Adams clarified that the current students would continue to follow the existing GE plan, while the new GE plan will apply only to new students. The value of the First Year Seminar (FYS) was acknowledged, and it may continue as an institutionally required course.
- c. J. Deal updated the committee about the status of Resolution 242504 - Bachelor of Music, Music Teacher Preparation Concentration. There were no concerns raised at Academic Senate on the first reading.

7. Referrals:

- a. Referral 2024-2025 01 - Proposal for New Concentration - B.S. in Biochemistry - ACS Certified
Whether the new proposed program is concentration or emphasis was discussed and clarified. This new program meets the requirement of concentration. A motion to approve the new concentration- B.S. in Biochemistry -ACS Certified was made C. Dell'Amico, seconded by J. Wang. The motion was passed unanimously. J. Deal will draft a resolution.
- b. Referral 2024-2025 12 - Proposal for New Minors in Ethnic Studies, Feminist Ethnic Studies, and Queer Ethnic Studies
This proposal was carried over from last year. E. Adams updated the committee that Tracey Salisbury from Ethnic Studies and Tiffany Tsantsoulas from Women, Gender, and Sexuality Studies met over the summer and concerns raised from prior conversations were addressed. Additional questions were voiced about the frequency of course offerings and how enrollment would sustain the three proposed minors. Offering these courses as GE may help address the enrollment issue. It was suggested that the department consider offering further guidance on students' completion of the minors, such as drafting a four-year curriculum map to demonstrate how the proposed minors would fit within the students' typical course of study.
- c. Referral 2024-2025 14 - SOCI Process (with FAC)
This referral covers a wide range of discussion points and would be worth semester long discussion. The committee will review the discussion items on a regular basis.
- d. Referral 2024-2025 15 - Timeframe of SOCI Administration (with FAC)
J. Deal updated the committee that FAC is working on a draft memo to ensure that both online and paper SOCI are available to students within the same time frame.

8. Other Discussion Items - None

9. Open Forum – None

Meeting adjourned at 11:30am.

Minutes approved 10/17/2024