

**CSU Channel Islands**  
**Curriculum Committee Meeting Minutes**  
**October 5, 2009 – Sage Hall, Rm 2030**  
**9:30am to 10:15am**

Attendees:	Mary Adler Marilyn Buchanan Janet Rizzoli	Andrew Morris Kathy Musashi Phil Hampton	Ellie Tayag Colleen Delaney-Rivera Jose Alamillo
Guests:	Dan Wakelee	Steve Lefevre	

1. **Minutes.** Approved as submitted.
2. **Co-Chairs.** Andrew Morris and Mary Adler were elected co-chairs of the Curriculum Committee. They will discuss their roles between themselves.
2. **Student Petitions for Exceptions.**
3. **Course Classification – Dan Wakelee**  
Dan Wakelee disseminated the CSU Course Classification standards to the committee. He reviewed the standards focusing on the most common of lecture/seminars, activities and labs. He asks that the committee strive for standardization and uniformity in enrollment caps. He noted that 40 would be the largest unless for some reason, Aliso Hall is used which holds 110 students. Seminars should be capped at 20 for undergraduates and 15 for graduates. Most labs and activities should be capped at 24, which corresponds with the number of stations in most labs.  
  
Dan also noted that most writing courses should be capped at 20. Dan also noted that the CFA is looking at workload and limits of courses that exceed CSU limits.  
  
Courses are currently closed for upper division courses if they are below 10, and 15 for lower division courses.
4. **Forms – Steve Lefevre** presented the drafts of the revisions of the short, long and minor form and ask that the committee review and approve them this fall. He noted that the majority of changes primarily included changes to enhanced resources and additional units for emphases and options.
5. **Welcome New Members – Jose Alamillo, Marilyn Buchannan, Ellie Tayag and Alex See** are the new members of the committee.
6. **Course and Program Reviews**  
  
The following courses, programs or items were approved as submitted:  
  
The following courses or programs were approved with changes:
  - **ART/BUS/PA 495 The Entertainment Event**  
The following courses or programs were deferred for changes and should be resubmitted to the Committee:
  - **PSY 400 Case Studies in Psychopathology and Clinical Psychology**
7. **Next meeting:** October 19, 2009.