

From: [Ashley T. Ly](#)
To: [Valerie Otto](#)
Subject: FW: Kinesiology Minor Zoom Discussion?
Date: Tuesday, December 10, 2024 7:46:47 AM

Morning Val.

The department has requested to delete their proposal for a Strength and Conditioning Minor, which is with the AP Committee. Please let me know what needs to be done to get it removed. Also, what is the proper language to request this type of action? Just curious.

Thanks,
Ashley

Ashley Ly

Senior Curriculum Specialist and Lead

[ACADEMIC PROGRAMS](#) | [CURRICULUM DEVELOPMENT](#) | [SCHEDULING](#)

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From: Srdjan Lemez <slemez@cpp.edu>
Sent: Monday, December 9, 2024 3:58 PM
To: Mohammad I Husain <mihusain@cpp.edu>; Aaron M DeRosa <amderosa@cpp.edu>
Cc: Eeman E At-Taras <eeattaras@cpp.edu>; Laura Chase <lchase@cpp.edu>; Laura Massa <lmassa@cpp.edu>; Ashley T. Ly <atly@cpp.edu>
Subject: Re: Kinesiology Minor Zoom Discussion?

Hi Mohammad,

All edits have been updated in Curriculog. Ashley - please delete the Strength and Conditioning Minor proposal if you can.

Thank you,

Srdjan

Srdjan Lemez, PhD
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From: Mohammad I Husain <mihusain@cpp.edu>
Sent: Friday, December 6, 2024 12:54 PM
To: Srdjan Lemez <slemez@cpp.edu>; Aaron M DeRosa <amderosa@cpp.edu>
Cc: Eeman E At-Taras <eeattaras@cpp.edu>; Laura Chase <lchase@cpp.edu>; Laura Massa <lmassa@cpp.edu>; Ashley T. Ly <atly@cpp.edu>
Subject: Re: Kinesiology Minor Zoom Discussion?

Hi Srdjan,

I have worked with Ashley to send it back to you for the edits proposed below. Please email us back when you are done the update. Please only update the following per our discussion:

The KHP faculty have met and agreed to the following changes:

1. We have added the following courses that are outside of the major curricula to the corresponding minors to meet the 9-unit distinction suggestion:
 1. Public Health Minor: EWS/NTR 2180 or NTR 2180S; STA 1300
 1. Sport & Social Justice Minor: SOC 4451
 1. Adapted Physical Activity Minor: BIO 2020; COM 2204; EWS 1460 (removed KIN 4330/A and KIN 4560 to meet the 36-unit cap)
2. We are now proposing an Exercise Science Minor for non-KHP majors, in addition to converting the Strength & Conditioning Minor to an Exercise Science Option for KHP majors.

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From: Srdjan Lemez <slemez@cpp.edu>
Sent: Tuesday, November 5, 2024 8:30 AM
To: Aaron M DeRosa <amderosa@cpp.edu>; Mohammad I Husain <mihusain@cpp.edu>
Cc: Eeman E At-Taras <eeattaras@cpp.edu>; Laura Chase <lchase@cpp.edu>; Laura Massa <lmassa@cpp.edu>; Ashley T. Ly <atly@cpp.edu>

Subject: Re: Kinesiology Minor Zoom Discussion?

Good morning all,

The KHP faculty have met and agreed to the following changes:

1. We have added the following courses that are outside of the major curricula to the corresponding minors to meet the 9-unit distinction suggestion:
 - a. Public Health Minor: EWS/NTR 2180 or NTR 2180S; STA 1300
 - b. Sport & Social Justice Minor: SOC 4451
 - c. Adapted Physical Activity Minor: BIO 2020; COM 2204; EWS 1460 (removed KIN 4330/A and KIN 4560 to meet the 36-unit cap)
2. We are now proposing an Exercise Science Minor for non-KHP majors, in addition to converting the Strength & Conditioning Minor to an Exercise Science Option for KHP majors.

Consultations with department chairs have been done, and everyone has been in support of the additions. The Biology dept chair is the only one that I have not heard back from.

An updated curriculum sheet is attached to this email. Please let me know next steps so we can get this approved this cycle.

Thank you,

Srdjan

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From: Srdjan Lemez <slemez@cpp.edu>

Sent: Friday, October 18, 2024 1:51 PM

To: Aaron M DeRosa <amderosa@cpp.edu>; Mohammad I Husain <mihusain@cpp.edu>

Cc: Eeman E At-Taras <eeattaras@cpp.edu>; Laura Chase <lchase@cpp.edu>; Laura Massa

<lmasa@cpp.edu>; Ashley T. Ly <atly@cpp.edu>

Subject: Re: Kinesiology Minor Zoom Discussion?

Thank you, both. We will work on the revisions as a department and I will get the revised proposals over to the senate ASAP.

Best,

Srdjan

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From: Aaron M DeRosa <amderosa@cpp.edu>

Sent: Friday, October 18, 2024 8:44 AM

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Cc: Eeman E At-Taras <eeattaras@cpp.edu>; Laura Chase <lchase@cpp.edu>; Laura Massa <lmasa@cpp.edu>; Ashley T. Ly <atly@cpp.edu>

Subject: Re: Kinesiology Minor Zoom Discussion?

Ahoy,

To be included in the AY 25-26 catalog, the minors would need to pass through the senate, be approved by the President (who has 45 days), and confirmed by the CO by March/April.

Peace

Aaron

Dr. Aaron DeRosa (he/him)

Interim Faculty Director of Undergraduate Studies and GE
Professor of 20th/21st C. American Literature
California State Polytechnic University, Pomona

<https://cpp.zoom.us/j/9098693832>

From: Mohammad I Husain <mihusain@cpp.edu>
Date: Friday, October 18, 2024 at 8:37 AM
To: Srdjan Lemez <slemez@cpp.edu>, Aaron M DeRosa <amderosa@cpp.edu>
Cc: Eeman E At-Taras <eeattaras@cpp.edu>, Laura Chase <lchase@cpp.edu>, Laura Massa <lmassa@cpp.edu>
Subject: Re: Kinesiology Minor Zoom Discussion?

Srdjan,

The senate doesn't have a deadline, but Aaron might give you the deadline from AP office from implementation perspective.

Mohammad Husain, PhD

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From: Srdjan Lemez <slemez@cpp.edu>
Sent: Thursday, October 17, 2024 2:55 PM
To: Aaron M DeRosa <amderosa@cpp.edu>; Mohammad I Husain <mihusain@cpp.edu>
Cc: Eeman E At-Taras <eeattaras@cpp.edu>; Laura Chase <lchase@cpp.edu>; Laura Massa <lmassa@cpp.edu>
Subject: Re: Kinesiology Minor Zoom Discussion?

Hi all,

The KHP faculty have agreed to revise the curriculum so that teach minor requires 9 units that are outside of our major. What is the deadline for revision?

Thanks,

Srdjan

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From: Aaron M DeRosa <amderosa@cpp.edu>

Sent: Thursday, October 17, 2024 1:04 PM

To: Srdjan Lemez <slemez@cpp.edu>; Mohammad I Husain <mihusain@cpp.edu>

Cc: Eeman E At-Taras <eeattaras@cpp.edu>; Laura Chase <lchase@cpp.edu>; Laura Massa <lmassa@cpp.edu>

Subject: Re: Kinesiology Minor Zoom Discussion?

Hey Srdjan,

It means that a Kinesiology major has to demonstrate that they will take at least 9 units of coursework minimum that is distinct from the major. How we make that happen is up to the department in this case. So for instance, you could:

- Revise the curriculum so that minors require 9 units that are outside the major curricula. This guarantees a student satisfies this requirement and reduces the burden of advising on the minor coordinator, chair, and BAC.
- Keep the curriculum as is and require the minor coordinator or chair to work with the student to ensure they take distinct units. This can't be enforced in the DPR, so it would rely on the student being advised and the student following the plan. And if they deviate from the plan and don't meet the distinction, they'd be denied the minor at graduation, which would be the last time the RO would be able to check this. That last scenario isn't great, so I'll work with the BAC and RO on what kind of options are available.
- Bar some majors from some minors. So for instance, English majors are barred from taking the English minor but not necessarily other minors in the department, and this is enforceable in the DPR (I'm like 90% certain). This would reduce some of the advising workload, but I'd imagine there's still overlap you'd be counting on.

There may be other ways I'm not thinking of at the moment. But I hope that helps.

Peace

Aaron

Dr. Aaron DeRosa (he/him)

Interim Faculty Director of Undergraduate Studies and GE
Professor of 20th/21st C. American Literature
California State Polytechnic University, Pomona
<https://cpp.zoom.us/j/9098693832>

From: Srdjan Lemez <slemez@cpp.edu>

Date: Thursday, October 17, 2024 at 12:53 PM

To: Mohammad I Husain <mihusain@cpp.edu>, Aaron M DeRosa <amderosa@cpp.edu>

Cc: Eeman E At-Taras <eeattaras@cpp.edu>, Laura Chase <lchase@cpp.edu>, Laura Massa <lmassa@cpp.edu>

Subject: Re: Kinesiology Minor Zoom Discussion?

Hi Aaron and Mohammad,

Thank you for the additional guidance. Just to clarify - does the 9-unit distinction mean that at least 9 units need to be distinct for the minor or does it mean that *all* minor units have to

be distinct but there needs to be a minimum of 9?

Best,

Srdjan

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From: Mohammad I Husain <mihusain@cpp.edu>

Sent: Wednesday, October 16, 2024 4:35 PM

To: Aaron M DeRosa <amderosa@cpp.edu>; Srdjan Lemez <slemez@cpp.edu>

Cc: Eeman E At-Taras <eeattaras@cpp.edu>; Laura Chase <lchase@cpp.edu>; Laura Massa <lmassa@cpp.edu>

Subject: Re: Kinesiology Minor Zoom Discussion?

Hi Aaron,

Thanks for the additional clarification and we are on the same page. Please feel free to guide how Kin can work with RO and BAC to make it accessible to their majors maintaining the distinctness and we will include those change suggestions in our report.

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CS Program Director, Cal-Bridge: www.calbridge.org

From: Aaron M DeRosa <amderosa@cpp.edu>

Sent: Wednesday, October 16, 2024 4:28 PM

To: Mohammad I Husain <mihusain@cpp.edu>; Srdjan Lemez <slemez@cpp.edu>

Cc: Eeman E At-Taras <eeattaras@cpp.edu>; Laura Chase <lchase@cpp.edu>; Laura Massa <lmassa@cpp.edu>

Subject: Re: Kinesiology Minor Zoom Discussion?

Good afternoon, friends,

Some additional clarification from the Curriculum Development Guide pp. 51 on Adding New Minors:

- “Undergraduate Minors are a formal collection of courses in a discipline or field other than a student's major (or option, in the case of the College of Business Administration).”
- “Students may declare a minor in the same department as their major or option if the college or department determines that the two sets of courses are clearly distinct (e.g., 9 units). The minor curriculum must not include hidden prerequisites.

These are the two points of policy we're trying to negotiate.

Minors can be taken by majors in the same department*, but the coursework needs to be “clearly distinct.” CPP faculty have not declared a specific number of units that defines “distinct,” but the 9 units comes from other faculty-approved policies that define curricular distinction: Options. This number is provided earlier in the same policy.

For additional context: last year OAP was asked by both faculty and the Registrar's Office to provide additional guidance on "distinction" because historically faculty senate committees have made the decision or left it to the RO to figure out what major/minor combos are allowed. This led to frustration from faculty, who claimed those decisions were themselves arbitrary. It also created anxiety from the RO because it placed them in a position of making curricular decisions (which they recognize is outside their purview). To address these concerns, OAP provided the guidance of 9 units based on similar faculty-approved policies. Hopefully that provides a better understanding of the logic embedded in this guidance.

Regarding how to proceed, we need to ensure that Kinesiology majors who want to take these minors are taking distinct coursework. This is not something we can program into the DPR. That means Minor Coordinators and advisors will be responsible for charting distinct coursework with students and advising students accordingly. Mohammad, if the Academic Programs Committee agrees decides to move forward, I can work with the RO and BAC on process.

The other concern identified here has to do with the Strength and Conditioning units. There is no non-major that has the units available to complete this minor at 42 units. I think it would be helpful to know what specific majors we're looking to target and make sure there's a pathway for them to complete the minor. Biology, for instance, would be a natural fit and contains course overlap, but Bio students do not have unrestricted electives to take a minor. I also would like to see justification that each of these courses are necessary for accreditation and the degree can't be brought under the 36-unit max.

Peace

Aaron

* Sorry, Mohammad. This was my fault in not providing additional clarity on why we asked about the audience for these minors. Majors can take these minors if they're distinct. We just need to find a way of creating guardrails of distinction.

Dr. Aaron DeRosa (he/him)

Interim Faculty Director of Undergraduate Studies and GE
Professor of 20th/21st C. American Literature
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<https://cpp.zoom.us/j/9098693832>

From: Mohammad I Husain <mihusain@cpp.edu>

Date: Wednesday, October 16, 2024 at 11:50 AM

To: Srdjan Lemez <slemez@cpp.edu>

Cc: Eeman E At-Taras <eeattaras@cpp.edu>, Laura Chase <lchase@cpp.edu>, Laura Massa <lmassa@cpp.edu>, Aaron M DeRosa <amderosa@cpp.edu>

Subject: Re: Kinesiology Minor Zoom Discussion?

Dear Srdjan,

Dr. Massa's office has been consulted before we reached back to you.

There are two scenarios:

1. If these minors are for non-Kinesiology majors only, no problem (exercise sciences is short 4 unit distinction, but it's at least three courses).
2. If these minors are open for Kinesiology majors, then here are the issues:
 1. Exercise Science minor has 24 units of Kin major required courses (highlighted red) included in the curriculum; the rest of the 5 units are also Kin major elective. So, technically a Kin major can fulfill all the requirements of this minor without declaring the minor, creating issues of distinction for registrar's office on PeopleSoft.
 1. The same issues seem to apply for the Adaptive Physical Activity and Strength & Conditioning minor as well if open to Kin majors.

Since both Options and Minors show up on transcript, the distinctness needs to be tracked on Peoplesoft to award it.

Mohammad.

Mohammad Husain, PhD

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From: Srdjan Lemez <slemez@cpp.edu>

Sent: Tuesday, October 15, 2024 12:07 PM

To: Mohammad I Husain <mihusain@cpp.edu>

Cc: Eeman E At-Taras <eeattaras@cpp.edu>; Laura Chase <lchase@cpp.edu>; Laura Massa <lmassa@cpp.edu>

Subject: Re: Kinesiology Minor Zoom Discussion?

Hi Mohammad,

The KHP faculty just met to discuss the minors. The 9-unit distinction that you hyperlinked was for Options - there is no writing in the Academic Senate report about that distinction being required for Minors. This appears to be an arbitrary university policy as there is no language about this requirement for minor proposals that we have come across (nor does it come from the Chancellor's office). I have cc'd Laura Massa on this email in hopes of further clarification.

Thank you,

Srdjan

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From: Srdjan Lemez <slemez@cpp.edu>

Sent: Tuesday, October 15, 2024 10:58 AM

To: Mohammad I Husain <mihusain@cpp.edu>

Cc: Eeman E At-Taras <eeattaras@cpp.edu>; Laura Chase <lchase@cpp.edu>

Subject: Re: Kinesiology Minor Zoom Discussion?

Hi Mohammad,

Based on the highlighted file that you sent, there is a 9-unit distinction from the major required courses for every minor with the exception of Exercise Science. Is this correct?

Best,

Srdjan

Srdjan Lemez, PhD

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From: Srdjan Lemez <slemez@cpp.edu>

Sent: Friday, October 11, 2024 12:28 PM

To: Mohammad I Husain <mihusain@cpp.edu>

Cc: Eeman E At-Taras <eeattaras@cpp.edu>; Laura Chase <lchase@cpp.edu>

Subject: Re: Kinesiology Minor Zoom Discussion?

Hi Mohammad,

Thank you for the reply. I am not sure that either option works for our department. If we structure them as Options, then it defeats the purpose of one of our main aims which is to grow the courses outside of the department. Alternatively, if we restrict them to non-majors, then we likely would not have the numbers to run certain courses. We have a department meeting on Tuesday where we will further discuss. I will get back to you as soon as I can.

Thank you,

Srdjan

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From: Mohammad I Husain <mihusain@cpp.edu>
Sent: Wednesday, October 9, 2024 1:35 PM
To: Srdjan Lemez <slemez@cpp.edu>
Cc: Eeman E At-Taras <eeattaras@cpp.edu>; Laura Chase <lchase@cpp.edu>
Subject: Re: Kinesiology Minor Zoom Discussion?

Srdjan,

This is what we were provided with:

"I also finally tracked down where the 9-unit distinction for a minor comes from: the [distinction between Options](#): "Options: a formal, focused collection of courses separate from the core courses, comprising 9 or more units, with at least 9 units unique to each option's requirements." That was the justification for the providing 9 units as guidance for minors."

Mohammad Husain, PhD

Professor, Computer Science (Cyber Security)

MS CS Program Director, Cal Poly Pomona

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From: Srdjan Lemez <slemez@cpp.edu>
Sent: Wednesday, October 9, 2024 1:16 PM

To: Mohammad I Husain <mihusain@cpp.edu>
Cc: Eeman E At-Taras <eeattaras@cpp.edu>; Laura Chase <lchase@cpp.edu>
Subject: Re: Kinesiology Minor Zoom Discussion?

Hi Mohammad,

Is there a specific policy that states that minors must be restricted to non-majors only if there is overlap? This is not stated in the curriculum guide and was not brought to our attention when these were reviewed by Keith and Aaron.

Thanks,

Srdjan

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From: Mohammad I Husain <mihusain@cpp.edu>
Sent: Wednesday, October 9, 2024 11:39 AM
To: Srdjan Lemez <slemez@cpp.edu>
Cc: Eeman E At-Taras <eeattaras@cpp.edu>; Laura Chase <lchase@cpp.edu>
Subject: Kinesiology Minor Zoom Discussion?

Dear Srdjan,

Eaman and I are working on these minor referrals. As you can see from the attached spreadsheet highlighted in Red, these Minors have significant overlap with major required courses. If these are targeted for your majors, these need to be structured as Options (options do show up on transcript). If you would like to keep it as minors, it needs to be restricted to non-majors only. Please let us know who the intended audience for the program and we can go from there.

I will be happy to get on a Zoom and discuss further if helpful. Please propose some times next week Wednesday and Thursday.

Mohammad Husain, PhD

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MS CS Program Director, Cal Poly Pomona

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