Attendees: Eileen Barrett (replacement secretary), Jesus Diaz-Caballero, Farnaz Ganjeizadeh, Jim Mitchell, Arnab Mukherjea, Jing Wen Yang, Joy Vickers, Mitch Watnik (Chair), Donna Wiley (Presidential Appointee)

Absent: Luis Cardenas, Andrew Carlos (Secretary), Brian Cook, Pablo Garnica, Nancy Thompson

Guests: Sarah Aubert, Julie Glass, Margaret Rustick, Maureen Scharberg, Angela Schneider

1. Approval of the agenda
   M/S/P Wiley/Barrett

2. Approval of 4/4/16 minutes
   Minutes amended to note that J. Mitchell’s absence was due to work on strike preparation for CFA, to replace the GPS acronym with Graduate Program Subcommittee, and to include in the Semester Report that Kim Costino is the director of semester conversion at CSUSB.
   M/S/P Mitchell/Ganjeizadeh

3. Reports
   a. Report of the Chair
      Watnik reported on Senate (April 4, 2016) discussion of several CIC items:

   15-16 CIC 17 Minimum grade requirements for native/transfer students in A1-A3 and B4 from EO 1100

      After the first reading at Senate on Tuesday, APGS received a Coded Memo from the Chancellor’s Office (CO) indicating that “C-“ would be the minimum grade required to receive general education credit for A1, A2, A3, or B4.

      M/S Mitchell/Wiley to remove CIC 17 from the Senate agenda. Mitchell raised concerns about the discriminatory language of the document, suggesting that we recall the document and completely revise. Wiley responded that the current policy, which this policy would replace, discriminates between native and transfer students.

      M/S Wiley/Vickers to make a substitute motion to amend the document, replacing the “C” with a “C- “.

      The substitute motion was approved 4 yes/2 no/ 3 abstentions.

   15-16 CIC 19

      The question raised at the Senate was whether this was a policy document or an information item about the responsibilities of the Articulation Officer. Committee decided to leave the item as is on the Senate agenda.

   b. Report of the Presidential appointee
AVP Wiley asked committee members to encourage their departments and programs to submit their curriculum and their programs. The deadline for submission of undergraduate programs to the college committees is May 13th.

c. Report of University Extension

AVP Cook was not present.

d. Report of Semester Conversion

Barrett also asked committee members to encourage their departments and programs to submit their curriculum and their programs by the May 13th deadline.

4. Old Business:
   a. 15-16 CIC 21: Postponement of enacting prerequisite enforcements *(referred back to CIC by Academic Senate on 4/12)*

Committee members agreed to the CIC chair’s request to modify the language of the background information. Change the last sentence of the first paragraph to read: “The Semester Conversion Directors supported postponement of the prerequisite enforcement.” Omit paragraphs two and three.

   b. 15-16 CIC 30: Master’s Requirements for Semester Calendar *(referred back to CIC by Academic Senate on 4/12)*
      i. Updated draft

At the request of the CIC chair, Senate voted to send CIC 30 back to the committee so that new language from the Graduate Program Subcommittee could be incorporated into the document. Committee members discussed the issue of credit/no credit courses and the difference between departmental and University theses.

M/S/P Wiley/Mitchell to revise CIC 30 as detailed in the updated draft.

5. New Business:
   a. Curriculog items:
      i. Proposal for revision of Physics B.A.

M/S/P Vickers/Wiley to send the Physics B.A. as an information item to the Senate.

      ii. Master of Social Work
      iii. M.S. in Biological Sciences
      iv. M.S. in Health Care Administration

All three graduate programs approved as consent item.
b. **15-16 CIC 31: Writing Skills Subcommittee Recommendations Regarding Writing II: Clarifying “Second Comp” and Second Tier**

Although the committee voted to approve this clarification of the second composition course required for semesters, we did so with the acknowledgement of several concerns. This modification will only allow for an upper division course to satisfy this requirement for transfer students who have completed a transfer model curriculum. About 25% of students in our current second composition course (English 1002) are transfer students. Approximately 750 of our native students are first-year students. As Rustick, the chair of the Writing Skills Subcommittee, explained, students need an additional writing course early in their academic career to prepare them to succeed with all their writing assignments. A goal would be for students to take the WST soon after completing this new second composition course.

Concerns expressed by members were about the timeliness of this proposal. Programs such as Health Sciences, Engineering, and Business have completed their undergraduate programs and are only now hearing about this clarification. CBE designed a new course to be the second composition. If this is approved, it might affect the entire business major. GE committee chair Glass reminded all that this course can be double-counted with a major or another GE course.

M/S/P Vickers/Barrett 7 yes, 0 no, 2 abstain

We next discussed item f.

c. **Academic Senate Chair referral re: department consultation and curriculum issues**

The Senate chair has asked CIC to address concerns about the lack of or inadequate consultation during the curricular review process. The current version of Curriculog has a drop down menu to select programs with which the creator of a course as consulted. Sarah Aubert also explained that an email message about a course can be sent directly from Curriculog. The discussion focused on the responsibility of those who initiate a course to follow collegial guidelines and inform those who we know have similar or overlapping areas of interest. If a course is used by another program, clearly the program should be notified. If there are objections to courses and/or program proposals, every effort should be made to resolve them either between departments or at the college level. APGS agreed to inform associate deans and deans that if there is an inter-college objection that the two parties cannot resolve, APGS will be informed.

d. **New course request: SOC 3530 Continuity and Change in Brazilian Society-Study Abroad**

(\*needs CIC and GE approval\*)

M/S/P Vickers/Mukherjea to approve the course for GE.

e. **BIOL 3080; Hands On Biology Laboratory request for B6 GE**

i. Sample [syllabus](#)

M/S/P Vickers/Mukherjea to approve the course for B6 GE

f. **American Institution Outcomes** (\*approved by GE on 3/7/16\*)
GE subcommittee Glass explained the consultation with History, Political Science, and Ethnic Studies in the development of these learning outcomes.

M/S/P Mitchell/Wiley unanimous to recommend these learning outcomes to the Senate.

g. **Request** for discontinuance of Computer Networks M.S.

M/S/P Wiley/Mukherjea to discontinue this relatively small degree, which will become a concentration within the computer science degree.

h. Draft **15-16 CIC 36**: Probation Status Catalog Statement for Semesters

M/S/P Wiley/Mitchell/unanimous to postpone this item until the next meeting when the agenda will allow for a time certain with Undergraduate Dean Scharberg and Registrar Schneider and discussion time of about 20 minutes (requested by Mitchell).

i. **15-16 ASCD 10**: Curricular policy or procedures documents that require minor revisions for the campus conversion to semesters.

M/S/P Mitchell/Barrett to approve the policy changes after a) removing 13-14 CIC 10 from the list because the conversion should be 18 units, and using “semester” not “term” throughout.

j. **15-16 ASCD 11**: Curricular policy or procedures documents that require substantive revisions for the campus conversion to semesters

M/S/P Wiley/Vickers to discuss these items separately as a committee and to include 13-14 CIC 10 in that discussion.

6. Adjournment

M/S Mitchell/Barrett 1:50pm.