Committee on Instruction and Curriculum  
April 4th, 2016  
AMENDED Minutes

Attendees: Eileen Barrett, Andrew Carlos (Secretary), Brian Cook, Jesus Diaz-Caballero,  
Farnaz Ganjeizadeh, Pablo Garnica, Arnab Mukherjea, Nancy Thompson, Jing Wen Yang, Joy  
Vickers, Mitch Watnik (Chair), Donna Wiley (Presidential Appointee)

Absent: Luis Cardenas, Jim Mitchell (on CFA business)

Guests: Glen Perry, Julie Glass, Balvinder Kumar, Maureen Scharberg, Luz Calvo, Jiansheng  
Guo, Derek Kimball, Jason Singley, Christina Chin-Newman, Xeno Rasmusson, Steve Borish

Call to Order: 2:02 PM

1. Approval of the agenda  
   a. MSP - Thompson, Garnica

2. Approval of 3/7/16 minutes  
   a. MSP - Garnica, Ganjeizadeh

3. Reports  
   a. Report of the Chair  
      i. WSS - listening session on second comp  
   b. Report of the Presidential appointee  
      i. First Undergraduate program on agenda  
      ii. Four on Grad Program Subcommittee agenda  
      iii. GE approval form on website
   c. Report of University Extension  
      i. No report
   d. Report of Semester Conversion  
      i. Hosting Kim Costino, Director of Semester Conversion from CSUSB to  
         meet with committee of Semester Conversion
      ii. ERP consultant finalizing contact regarding PeopleSoft and the degree  
         progress report
         1. Concern regarding advising students from Quarters to Semesters
      iii. Survey about University Hour - relevant to time modules
         1. Survey of all students faculty and staff
      iv. Faculty Development subcommittee
         1. Working on an idea book to help with transition to semesters  
         2. Focusing how to incorporate HIP into learning around ILOs
      v. Steering Committee - meeting on Friday 12-2 UU 102
      vi. New timeline - until May 2018 - due to ERP contract
      vii. Time modules models
         1. Time Modules model presentation
2. Class schedule models
   viii. Continuity issues - encourage CIC members to run for office for next year
       1. Will have funding for curricular review for members of this committee - 4 units assigned time for Fall Quarter

4. Old Business:
   a. 15-16 CIC 15: Credit by Examination
      i. Draft update
         1. MSP - Barrett, Wiley - 2A
         2. Update Subject to Campus Originated Challenge Exams
         3. Document was designed to address the policy from CO regarding Credit by Exam - informed that the way campus was doing it was in violation with policy
            a. No language in EO that says what we are in violation
         4. Creates a ghost section that the Registrar can record their course - not charged enrollment fees
         5. ExCom brought up a workload issue
            a. Can charge exam fee for grading
            b. Will there be a range provided for Examination fee? - FAC has purview
         6. In English, English 1002 - when students challenge, they have a whole process that involves finding appropriate resources for writing a researched essay.
            a. Ten challenges a year of 1002 - if we change policy, they just would not offer a challenge exam.
         7. In Spanish - 1401 - scantron exam so no instruction provided
            a. Each year - 1401 - 30-40 exams...
         8. Remove last line of background information if we go forward.
         9. Added text for “adequately prepared…”

5. New Business:
   a. GE Overlay Outcomes
      i. MSP - Barrett, Thompson
         1. Some modifications based on listening sessions
   b. Curriculog items:
      i. Proposal for Human Development B.A. revision request
         1. Mainly transfer students
         2. Currently - 68 upper division quarter units - 17 courses
            a. 10 are Junior Core - all majors
            b. Each major has to take 1 of 5 options - 20 units per option
            c. 2 courses for capstone
         3. In Conversion - similar structure -
            a. 30 semesters units for core (7.5 courses)
            b. 5 concentrations - 3 courses each, 12 units total
            c. 1 capstone course
         4. More than half are online
a. WASC approved fully-online program
5. 3 Unit courses will be ready for GE
6. Students have an option to take a face to face - but it depends on if the course makes
7. Unit equivalencies - between quarter and semester curriculum
   a. Not going to be exact equivalency they have a way to deal with it
   b. Similar conversion practice years ago - smooth transition
8. Why 4 unit courses? What are you adding to it?
   a. All the themes are covered in a course rather than individual themes per course
   b. They teach their students how to do research - incorporate more research practice into each course
   c. Courses are now theory and research
9. Capstone is one semester - seminar style
10. MSP - Barrett, Ganjeizadeh

ii. Proposal for revision of Physics B.S.
1. Main Change - 3 semester sequence for Calculus
2. 4 quarter sequence of experimental lab courses
   a. Converted to 4 semester sequence - more hands on lab experience
   b. Interweave themes throughout all four courses
3. New class - physics 230 - physical reasoning
   a. Fulfill second comp requirement
   b. Teaching students how to write scientific papers in the discipline
4. Elective classes that matches better with expertise of faculty
5. Questions regarding unit cap and double counting
   a. Physics can double one lower division course as a GE requirement
6. BA vs BS:
   a. Students who are interested in physics, but can't major in physics due to units
   b. Learning outcomes are the same for BA and BS - because they are covered equally across all courses
   c. BA - upper division can be completed within one year - basic idea of content but not as in depth
7. Description can/should explain a larger trajectory for their career
8. MSP - Thompson, Vickers

c. ALS resolution
   i. MSP - Garnica, Yang
   ii. Will have CIC number
   iii. Appropriate to send to Consent Calendar?
d. 15-16 ASCD 9: Registration Calendar for Shorter Sessions on Semester System
i. Semester Conversion requests we set up deadlines for Add/Drop Withdraw for non-15 week sessions

ii. Registrar proposed for summers and intersessions

iii. MSP - Barrett, Ganjeizadeh
   1. For intersession - add drop is 50% and grade type change is last day
   a. Assumption is Intersession meets everyday
      i. We would have to add a footnote that this is for those that meet everyday and that those with other meeting patterns
   b. Add/Drop 2 days, Permission Day 2, late Enrollment Day 3, grade type Day 3, Withdraw Day 8
   2. Open University - for full summer sessions, Same as Permission Required (3-5)
      a. MSP - Watnik, Wiley
   3. For 4 week sessions, Add/Drop 3 days, Permission will be Day 3, late Enrollment Day 4-6, grade type Day 6, Withdraw 3 weeks
      a. MSP - Garnica, Yang
   4. Open University for 4 week sessions - Same as Permission Req’d a. MSP - Vickers, Garnica
   5. Keep Deadlines as simple as possible
   6. Question of should we have it be stated in Syllabus. Would require an update to the syllabus policy

6. Adjournment: 4:02 pm
   a. the chair declared the meeting adjourned due to time at 4:02