APPROVED MINUTES

COMMITTEE ON INSTRUCTION AND CURRICULUM

CIC Meeting, Monday, 11/6/17, 2:00-3:50 PM, SF 329

Attendees: Stephanie Alexander, Brian Cook, Hongwei Du, Marlin Halim, Gwyan Rhabyt, Mitch Watnik, Patrick Fleming, Talya Kemper, Meiling Wu

Absent: Arnab Mukherjea, Jaski Kohli

Guests: Balvinder Kumar, David Woo, Angela Schneider, Mike Hedrick

Minutes

1. Approval of the agenda
   Motion: Watnik, 2nd Alexander
   Add item k
   Approved

2. Approval of 10/16/17 draft minutes
   Motion: Watnik, 2nd Alexander
   Approved

3. Reports
   a. Report of the Chair
   Deadlines for Catalogs recognized

   b. Report of the Presidential Appointee
   GE Subcommittee is reviewing 10-12 courses every meeting. They are on track to hit catalog deadlines. Dr. Watnik appreciates feedback on catalog and asks for Faculty colleagues to continue giving him feedback.

   c. Report of Semester Conversion
   Low attendance at last meeting.

4. Business:
   a. Subcommittee approvals
      i. Approval of Derek Kimball (CSCI) to serve on GE Subcommittee
      ii. Grad. Programs members added [Sophie updated membership]
      iii. WST members added [Sophie updated membership]
   Motion to approve: Watnik, 2nd Alexander
   Approved
   b. Geography BS request for revision (2:30pm time certain)
Dr. Woo addresses the revisions with additions of Concentrations. (also addressed in the embedded link) It is a product a much review within the Dept. The department is attempting to brand and refocus the major. Focus on 3 areas:

1. Technical component [upgrade the employability of the students]
2. Opportunity to double major with Enviro. Studies
3. Regional Country studies [coincides with International Studies and Asian Studies]

Recommend edit of ‘shoulds’ to ‘woulds’ in program objectives.

Motion to approve program: Watnik, 2nd Alexander
Unanimously approved

c. 17-18 ASCSC 1: 2018-19 General Education Catalog Rights for Fall 2017 Freshmen

Dr. Hedrick discusses background of document. The previously approved document has been modified to support students catalog choice to support student success. AACE and the Registrar have reviewed the revised policy and support the new direction.

The changes have been made as a response to Excom and Registrar input. Students will be able to choose which catalog is most beneficial to them, but must seek advising.

A timeline will need to be developed to ensure that CSUEB can maintain and properly implement the policy. Recommendation of 2 years seems acceptable to committee and registrar. This provision would only apply to students who are matriculated during 18/19 Semester Conversion.

~DRAFT~ All matriculated students from 2017-18 AY will be allowed to move 18/19 GE catalog is beneficial to do so. Determination will be made via advising. Aligned with Title V catalog rights.

Motion to approve revised policy: Wu, 2nd Alexander
Unanimously approved

d. Letter regarding CIC consideration of reserving course numbers for innovative GE courses for provisional approval

Motion to revise existing a CIC policy: Wu, 2nd Alexander

Watnik provides historical context for need for policy to support innovative GE course proposals. How can we support the future need to fast track courses? The Letter provides a possible solution for provisional approval.

Rhabyt proposes to modifies Letter to include postscripts to A-J
Unanimously approved
e. **Letter** regarding CIC consideration of reopening consultation on semester catalog programs and courses

Motion to approve recommendation of ‘reopening’ a Beta Catalog for additional review: Wu, 2nd Alexander

As it pertains to Semester Conversion, provisions for curriculum to be open for further scrutiny and review to ensure that sufficient faculty review and feedback (comment and seek changes). If there is no resolution between departments, should there be standing dispute, CIC is the arbitrator for such matters. A form has been created in Curriculog called ‘Consultation Form’ and departments would be notified. Dr. Wu agrees with the proposed provision because the departments have not had the time to review thoroughly.

This needs to happen soon. Does this need to go to Excom? Not sure.
Discussion on ‘what if?’ scenarios should we not re-open a review of the Beta Catalog.

Beta Semester catalog will be reopened between 12/1 & 12/15 for further interdepartmental consultation. Departments should use Consultation Form and said form will be routed to Associate Dean of College to set a course toward resolution. Unresolved items will be referred to CIC.

Unanimously approved

Skipped due to Shirley Yap absence

f. **Letter** regarding structure of the University Honors Program

i. UHP suggested revisions

g. **Letter** regarding registration order and the CA Promise

Background provided by Dr. Watnik: would be of interest of CIC to unite multiple CIC policies into one policy which contains a ‘clear and clarified’ list. Chair Rhabyt to revise and we’ll revisit at subsequent meeting.

h. Revision of [08-09 CIC 17](#): Policy Guidelines for Requesting New Course Prefixes

Background provided by Dr. Watnik: Ed Psych has Special Ed. Masters program. Going from 1000 to 100 numbers was a challenge for department. A new prefix was approved by CIC but not yet by Excom (ran out of time last year). Question: Should Senate be mandated to approve prefixes OR should it be handled similar to course modification through College?

This is a matter of faculty purview. A policy to be drafted to by CIC Chair. Request by Department, then to College Curriculum Committee, sent to CIC for approval by Senate.

Motion to approve as revised policy: Wu, 2nd Alexander

Unanimously approved

Skipped

i. Revision of [16-17 CIC 101](#): Prefix Request for Special Education
j. Hybrid Program Modification for the MS in Reading and Literacy (in Curriculog)
Motion to approve as revised policy: Watnik, 2nd Alexander
Unanimously approved

Skipped, due to lack of time
k. Affordable Learning Solution / initiative ‘free-access’ from Bookstore

5. Discussions: Skipped, due to lack of time

   a. Credit/No Credit

   b. Catalog policy on WU (unauthorized withdrawals; continued from 5/1/17 meeting)

6. Adjournment time 4:01p