Committee on Instruction and Curriculum

Monday, October 1, 2018

Attendees: Stephanie Alexander, Gwyan Rhabyt, Mitch Watnik, Jaski Kohli, Marlin Halim, Talya Kemper, Murray Horne, Arnab Mukherjea, John Eros, Steve Pang

Guests: Angela Schneider, Alvin Quach, Mary D’Alleva, Balvinder Kumar, Caron Inouye, Sandy Claflin

DRAFT MINUTES

1. Approval of the agenda
   a. Motion (for the entire meeting): Murray Horne, Marlin Halim 2nd
   b. Approved unanimously

2. Approval of 9/17/18 minutes
   a. Correction: Misspelling of Talya Kemper
   b. Approved unanimously (with correction)

3. Reports
   a. Report of the Chair
      i. Chair Rhabyt shared that he is anticipating curriculum changes coming through because of issues encountered with the conversion to semesters.
   b. Report of the Presidential Appointee
      i. No report
   c. Report of University Extension
      i. No report

4. Approvals:
   a. GE, Writing Skills, Grad Programs & ALS
      i. Correction: Zachary Pietrantoni was in the wrong college (should be in CEAS)
      ii. Approved unanimously (with correction)

5. Information:
   a. 17-18 CIC 43: Course classification guide (referred back from Excom 4/24/18)
      i. Referred back from ExCom, it was in the docket earlier to reapprove but CIC didn’t re-address it. Chair Rhabyt requested that Mitch Watnik revise the document to highlight the changes in class sizes.

6. Business:
   a. Review of CIC Policies and Procedures
      i. 18-19 CIC 1: Updates to CIC’s Policies and Procedures document
         1. Need to update the CIC Policies and Procedures document to reflect the renaming of the GE subcommittees, and address the quarter to semester conversion. Chair Rhabyt will work with Mark Robinson to revise the Policies and Procedures document to reflect these changes.
7. Discussion:
   a. **Letter regarding Issues with Code classes**
      i. Mitch Watnik brought the discussion of the issues with CODE classes to the committee. Currently one CODE class can double count. There are now a couple of classes in Ethnic Studies that are approved to cover all three CODE areas. The current GE framework states that students have to take two CODE classes. Original CODE executive order mandated two CODE classes, but it was revised and the most recent EO does not say students need two CODE classes, just that they need to satisfy the three areas. There are questions coming from advisors and students about what is required for CODE classes. Per the registrar, a decision on this needs to be made sooner rather than later.
      ii. Chair Rhabyt recommended tasking the subcommittee on GE Overlays and CODE to come up with a recommendation.
          1. Proposal to ask the subcommittee for their recommendation was approved unanimously
   b. **Service Learning (Mary D’Alleva; time certain 2:30 pm)**
      i. Mary D’Alleva presented the draft document she prepared that covered sample definitions, processes, and policies for service learning from other CSU campuses. The Chancellor’s Office is requesting that we develop a way to codify and track this type of learning for students. The committee discussed various ways a service learning designation might be represented in the course catalog, and how a course may acquire a service learning designation (through a CIC subcommittee, administrative approval via APS, etc.)
      ii. Chair Rhabyt recommended creating an ad hoc subcommittee to work out a formal proposal for CIC on how courses may be designated as service learning courses. Arnab Mukherjea and Talya Kemper are willing to serve on the subcommittee to represent CIC. The committee wants to have representation from all colleges and the library on the subcommittee.
          1. The creation of an ad hoc subcommittee on Community Engagement, tasked with preparing a recommendation for how to designate service learning courses to CIC, was approved unanimously.
          2. Mark Robinson will put out a call to the regfac listserv for self-nominations for the college reps to this ad hoc subcommittee.

8. Adjournment
   a. Meeting adjourned at 3:21pm