COMMITTEE ON INSTRUCTION AND CURRICULUM

February 18, 2019

Members Present: Stephanie Alexander (Secretary), Brian Cook, John Eros, Marlin Halim, Murray Horne, Jaski Kohli, Arnab Mukherjea, Steve Peng, Gwyan Rhabyt (Chair), Mitch Watnik

Members Absent: Talya Kemper, Meiling Wu

Guests: Angela Schneider, Balvinder Kumar, Sandy Claflin, Karen Mucci, Manuel Saldanha, Michael Lee, Ryan Heryford, Jillian Buckholz, Karina Garbesi

Motion and 2nd for entire meeting: John Eros, Jaski Kohli (2nd)

APPROVED MINUTES

1. Approval of the agenda
   a. Motion to approve passed unanimously

2. Approval of 2/4/19 minutes
   a. Correction: Guest name mispelling
   b. Motion to approve passed unanimously

3. Reports
   a. Report of the Chair
      i. The CSU-wide General Education Task Force shared their Task Force Report on revamping general education CSU system-wide. Caron Inouye was a member of the Task Force – kudos to Caron for her work on the document. Everyone should read it; it may come back to CIC at a future date.
      b. Report of the Presidential Appointee
i. Dismissal from the University Honors Program for academic dishonesty is not currently in the policy but is an option at the Director’s discretion. This issue may come to a future CIC meeting.

ii. Academic Programs and Services is scheduling the Writing Skills Test through May 2019. In general, students who take the WST Bootcamp prep workshop pass at much higher rates than students that do not participate in the WST Bootcamp.

iii. The number of students who have filed for graduation is down from last academic year. Student will have their names included in the program if they file to graduate before April 1.

c. Report of University Extension
   i. Executive Director of International Programs Ray Wallace has retired. Thomas Tyner is the Interim Executive Director of International Programs. Barbara Forsberg is now the Interim Director of the American Language Program.

4. Appointment:
   a. CEAS & CLASS vacancies on GEOC,
      i. Talya Kemper and Saran Nielson need to be replaced on GEOC. Eileen Barrett has agreed to replace Sarah Nielson for this term (as CLASS representative). Talya Kemper was representing CEAS and CIC on GEOC. Meiling Wu is currently on GEOC and could potentially serve as the CIC representative.
      ii. Motion to approve Eileen Barrett as class representative for the rest of the semester. The motion passed unanimously.
      iii. Request for Mark Robinson to put out a call for a CEAS representative on GEOC to replace Tayla Kemper for the Spring 2019 term.

5. Old Business:
   a. 17-18 CIC 43: Course classification guide (referred from Excom 1/22)
      i. Chair Rhabyt is continuing to work on the revisions to CIC 43.
   b. 17-18 CIC 76: Grade Forgiveness and General Education Requirements (referred from Excom 1/22)
      i. CIC 76 will be revisited at the next CIC meeting.
6. New Business:
   a. 18-19 CIC 15: SOC 330 Environmental Sociology
      i. Approval for D4 application.
      ii. Motion to approve – passed unanimously
   b. 18-19 CIC 16: SOC 340 Sociology of Gender
      i. Application for approval for D4
      ii. Motion to approve – passed unanimously
   c. 18-19 CIC 17: SOC 360 Sociology of Sexualities
      i. Application for approval for D4
      ii. Motion to approve – passed unanimously
   d. Formation of University Writing Skills Taskforce
      i. The Committee discussed whether or not to recommend the formation of a
taskforce to examine how students should satisfy the Writing Skills
Requirement. This task is broader than the responsibilities of the current
Writing Skills Subcommittee. The Taskforce could examine the
effectiveness of testing, coursework, or a combination thereof; to gather
input from campus constituents; and complete an environmental scan of
how other institutions have students satisfy a writing skills requirement.
The Committee discussed possibly modeling membership on the Semester
Conversion Committee.
      ii. Chair Rhabyt will create a formal document describing the Task Force to
the next meeting of CIC.
      iii. Motion to table this item until the next CIC meeting – passed
unanimously.

7. Discussion:
   a. Faculty Complaints about Winter Intersession Scheduling and Registration
      i. Letter
      ii. Recommendations from admin group
      iii. From the University Registrar (Angela Schneider): If a student has
financial aid they are not using for spring term, they can apply that
financial aid to winter intersession. A process will be created to allow
students to request that aid.
iv. The Committee discussed how to make the students aware of the financial aid process for winter intercession. The registration calendar is the purview of CIC; dates for registration will not be changing. Registration will occur separately for winter intersession in 2019-2020. Chair Rhabyt will draft a CIC document incorporating the recommended changes for winter intersession.

1. Motion to approve the recommendations as a policy - passed unanimously.

b. 18-19 CAHS 1 amended: Carbon Neutrality Education for all Cal State East Bay Students (3:00pm time certain w/ Ryan Heryford)

i. Referral from Excom

ii. Memo from AdHoc Sustainability

iii. The Chair of the campus sustainability committee (Ryan Heryford) discussed the committee’s recommendation to create an overlay for Carbon Neutrality.

iv. The Committee discussed this recommendation. Currently, a single course can only satisfy one overlay. The Committee discussed potential options for incorporating carbon neutral education without increasing unit loads for students, including: having a course meet two overlays; incorporating carbon neutrality education into sustainability courses; having students meet 3 of 4 overlays; or coming up with another curricular or co-curricular solution to address carbon neutrality education for all students. The Committee agreed to ask GEOC to discuss this issue at their next meeting and provide CIC feedback on this issue.

1. Motion to table item 7b until GEOC has the opportunity to discuss this item – passed unanimously.

c. Dealing with Monday classes (FAC request to come up with policy for Monday only classes in the fall)

i. Tabled due to time - will discuss at next CIC meeting.

8. Adjournment – 4:02