COMMITTEE ON INSTRUCTION AND CURRICULUM

February 4, 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, Meiling Wu

Members Absent: Talya Kemper

Guests: Mark Robinson, Caron Inouye, Michael Lee (Senate Chair), Sarah Aubert, Sandy Claflin, Angela Schneider, Balvinder Kumar, Karen Mucci, Manual Saldanha

Motion and 2nd for entire meeting: Steve Peng, Jaski Kohli

DRAFT MINUTES

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

2. Approval of 12/3/18 minutes
   a. Motion to approve passed unanimously

3. Reports
   a. Report of the Chair
      i. No report
   b. Report of the Presidential Appointee (Watnik)
      i. No report
   c. Report of University Extension
      i. The committee will be discussing issues with Winter Intersession later in the agenda (6a).

4. Old Business:
   a. 17-18 CIC 35: Timeline for Curricular Changes (Sarah Aubert)
      i. revisions
      ii. Revisions were made to add clarity about which changes need to go beyond Academic Programs and Services. Dates did not change.
      iii. Motion to approve passed unanimously
b. 17-18 CIC 43: Course classification guide (referred from Excom 1/22)
   i. This document was referred back to CIC due to concerns about the lack of clarity around whether or not the changes to this document will affect the workload formula. This document is a local clarification of the system-wide information available in the Academic Planning Database from the Chancellor’s Office, which will go into the Curricular Procedures Manual once approved.
   ii. Chair Rhabyt will make revisions to the document to address the desire for an expanded background, a complete table for all course codes, and correcting any missing links or other inconsistencies, and bring it to a future CIC meeting.
   iii. Motion to table this item passed unanimously

c. 17-18 CIC 76: Grade Forgiveness and General Education Requirements (referred from Excom 1/22)
   i. This document was referred back to CIC due to lack of clarity around how this policy will be executed. The document was written to address issues that arise when a student retakes a class they need for a GE requirement and fail it the second time; the intention is to allow the student to satisfy the GE requirement with the highest grade earned for that class. Clarification is needed on how this practice will be initiated and then executed, and how it will impact students’ GPAs, and if there will be any other consequences related to the policy. The committee discussed that for courses that are double counted (for GE and major requirements), the document needs to make clear that the highest grade achieved would be used for both the major and GE requirements; but both graded attempts for the course would be used for calculating GPA (due to grade averaging). A request was made for the document to include models of different grade scenarios and their consequences and include details regarding how students may request this process.
   ii. Chair Rhabyt will make the requested modifications to the document and bring it back to a future CIC meeting.
   iii. Motion to table this item passed unanimously

5. New Business:
   a. ART 323 – Modern Media, Art, and Culture I
      i. Added Social Justice Overlay.
ii. Motion to approve passed unanimously

b. **History 474** – Women, Gender and Rights in US History
   i. Added Diversity Overlay.
   ii. Motion to approve passed unanimously

c. **Minor** in Religious Studies
   i. This minor was originally proposed two years ago but was delayed because of semester conversion. The courses for the minor are already being offered. The minor recognizes students who take these courses.
   ii. Motion to approve passed unanimously

6. **Discussion:**
   a. Faculty Complaints about Winter Intersession Scheduling and Registration
      i. **Letter**
      ii. **Recommendations** from admin group
         1. The committee discussed experiences with the recent Winter Intersession and the recommendations document from the administrative group. Questions were asked about having a separate registration for winter intersession, how the unit limit will be determined, and whether or not the term will be financial aid eligible. The committee discussed how some other CSU campuses handle their intersessions. A meeting has been scheduled to discuss the recommendations with Financial Aid. A suggestion was made to invite the Financial Aid Director to attend a future meeting of CIC to discuss the recommendations.
         2. Motion made to table discussion of this item until that meeting with Financial Aid has been held (Arnab / Murray) – passed unanimously

b. **18-19 CAHS 1 amended**: Carbon Neutrality Education for all Cal State East Bay Students
   i. **Referral** from Excom
      1. Motion to table this item passed unanimously.
      2. Chair Rhabyt will invite Ryan Heryford (Chair of the Sustainability Committee) to attend a future CIC meeting to discuss options for incorporating Carbon Neutrality Education into the curriculum.

7. **Adjournment** – 3:57pm