COMMITTEE ON INSTRUCTION AND CURRICULUM

TO: Members of the Committee on Instruction and Curriculum (CIC)
FROM: Gwyan Rhabyt, Chair of CIC
SUBJECT: CIC Meeting, Monday, April 15, 2019 2:00-3:50 PM, SF 329

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

Members Absent: Brian Cook, Jaski Kohli, Meiling Wu

Guests: Mark Robinson, Michael Lee, Angela Schneider, Balvinder Kumar, Caron Inouye, Jeffra Bussmann

Motion and 2nd for the Meeting: Arnab Mukherjea and Marlin Hamlin

APPROVED MINUTES

1. Approval of the agenda
   a. Motion to approve
      i. Passed unanimously

2. Approval of 3/18/19 minutes
   a. Motion to approve
      i. Passed, 1 abstention

3. Reports
   a. Report of the Chair
      i. The GE Taskforce recommendations could have an impact on CIC’s future work, depending on how broadly those recommendations are adopted. Watnik thanked Chair Rhabyt for his leadership this year, and encouraged continuing members to run for election as chair because it is good to have experienced member running the committee. The incoming committee members will elect next year’s chair.
   b. Report of the Presidential Appointee
      i. Some departments applied for GE past the deadline, using the wrong forms, and were turned away. The Writing Skills Subcommittee is requiring graduate courses that meet the requirement to apply for that renewal. GEOC is starting to discuss the GE Task Force report, and will be hosting town halls to discuss the report. APS is discussing with Thomas Tyner how University International...
Admissions can be more similar to regular admissions. Transfer students will now be able to see preliminary degree audits much earlier than prior years. A new registration hold for Student Finance Agreement was supposed to go live for summer/fall and will not be implemented in April as originally hoped.

c. Report of University Extension
   i. Registration is open for summer session, if anyone has questions refer them to University Extension. Students will see billboards advertising summer as they enter campus soon.

4. Old Business:
   a. Formation of University Writing Skills Taskforce
      i. The CIC proposal has been revised to create a four-person taskforce (similar to the Workload Task Force). There will be stipends for four participants (there was not funding for more participants). The committee discussed the makeup of the committee, and suggested that certain individuals could help the committee with its work (Caron Inouye, Margaret Rustick, Mitch Watnik) as needed. Whatever this recommendations this task force develops with will be charged to CIC to move up to the Senate, operating within Senate Rules.
      1. ACTION: Motion to change CIC 43 document, second paragraph, to add the word “appointed” to this sentence to read: “composed of four APPOINTED faculty members.”
         a. Passed unanimously.
   b. Winter Intersession Scheduling and Registration
      i. Letter
      ii. Recommendations from admin group
      iii. 18-19 CIC 38: Winter Intersession
         1. CIC asked the administrative staff to get together to work out a solution. This is the first formal document to come to CIC, based on discussions at earlier meetings. Document includes proposed policies. The issue of financial aid for these students has not been resolved. There will be a process for it but it is not finalized yet.
            a. Motion to approve
               i. Passed unanimously.

5. Information Items:
   a. 18-19 CIC 31: Hybrid Approval of DANC 234
   b. 18-19 CIC 32: Hybrid Approval of GS 101A
   c. 18-19 CIC 33: Online Approval of PHIL 201
      i. Motion to combine all information items.
         1. Passed unanimously
      ii. Motion to approve all information items.
6. New Business:
   a. **18-19 CIC 34**: GE Approval of GS 311  
      i. Motion to approve  
         1. Passed unanimously  
   b. **18-19 CIC 35**: GE Approval of BUS 110  
      i. Motion to approve  
         1. Passed unanimously  
   c. **18-19 CIC 36**: GE and Overlay Approval of HIST 388  
      i. Approval of Sustainability Overlay only. Subject line of the document needs to reflect this (shall be certified for the Sustainability overlay in addition to its existing C4 approval)  
      ii. Motion to approve for HIST 388 for the Sustainability Overlay.  
         1. Passed unanimously  
   d. **18-19 CIC 37**: GE and Overlay Approval of ENGL 346  
      i. CIC discussed how conversations were started but not satisfactorily concluded with Health Sciences, which has a similar course. It does not appear that the consultation was not resolved. CIC will not move to approve this until the consultation is resolved.  
      ii. Motion to table the document.  
         1. Passed unanimously.  
   e. **Draft** 18-19 CIC 39: Double-counting of Code courses with GE  
      i. GEOC voted to allow double counting of Code courses.  
      ii. Motion to approve  
         1. Passed unanimously  
   f. **Draft** 18-19 CIC 40: Procedure for renewal of GEOC courses *(pending GEOC approval)*  
      i. This document should codify that renewals need to be done by the last GEOC meeting immediately preceding the last CIC meeting of each year. For this year, GEOC could generate the list of required renewals at their next meeting and CIC could approve via email. For future years, GEOC will need to the list for renewals in March for CIC to approve in April. Document will be revised to reflect this timetable.  
      ii. Motion to approve with the above noted revisions.  
         1. Passed by all present members.  
   g. **18-19 CIC 42**: GE Approvals for CS 300 and 350  
      i. It was requested that the B6 materials be included in the PDF for 18-19 CIC 42. GE approvals were not unanimous. CIC can bifurcate the document to separate CS 300 and CS 350. Chair Rhabyt made a motion requesting that division of the document. CIC 42 now addresses CS 300, CS 350 will be in CIC 44.
ii. Motion to approve the division
   1. Passed unanimously

iii. Considering CIC 42, now only addresses CS 300.

iv. Motion to approve
   1. Passed unanimously

v. Considering CIC 44, only considering CS 350.
   1. Motion to table until it is confirmed that consultation with the Art Department has taken place.
      a. Passed unanimously.

7. Discussion:
   a. Update from Service Learning Subcommittee (2:30 PM time certain w/ Jeffra Bussmann & Arnab Mukherjea)
      i. Members of this committee are Arnab Mukherjea, Jeffra Bussmann, Mary D’Alleva, Michelle Rippy. The subcommittee started meeting this semester. They have been working on the definition for service learning for our campus, and the CO also working on a definition. The committee is also looking at designations for the service learning courses, and developing a course of action for courses currently identified and new courses. The subcommittee hopes to have the process of approval for service learning courses ironed out by the Fall to be approved by CIC.

   b. 17-18 CIC 71: Maximum number of Units for Summer Sessions
      i. Not passed
      ii. The Registrar sent Chair Rhabyt data about student unit levels and course outcomes from last summer term. It looks like the number of units did not influence student success in the courses. Last summer could be an anomaly, because of the push for graduation. Students always have the option of petitioning to take more units. We can ask the Registrar give us this summer’s data in September 2019, and have the new CIC take this on in the fall. Registrar suggests that we look at the definition of what is full time enrollment for the summer. This topic will be brought to CIC’s first agenda in the fall.

   c. Question about Climate Neutrality
      i. Referred to GEOC, and that group did not get to it on their last agenda. Should be on the next agenda for GEOC.

8. Adjournment – 4:01pm