CALIFORNIA STATE UNIVERSITY, HAYWARD
Committee on Instruction and Curriculum

Minutes of the meeting of Monday, October 2, 2000

Approved as corrected

Members present: Kevin Cadogan, Judith Faust, Terry Kelly, David Larson, Rita Liberti, Leigh Mintz, Evelyn Padua-Andrews, Barbara Paige, Steve Starling, and Kelly Steele

Member absent: Steve Ugbah

Guests: Joy Bhadury, Ed Keller, Chong S. K. Lee, Rosanne Moore, Valerie Helgren-Lempesis

The meeting was called to order at approximately 2:40 by Chair Terry Kelly.

1. The agenda was approved with one addition to insert the election of a secretary before item 2.

2. Election of the secretary
   No one would agree to be secretary for the Fall Quarter, so the committee members agreed to rotate the secretarial duties from meeting to meeting until Winter Quarter. Kelly Steele agreed to assume the first secretarial duties. Evelyn Padua-Andrews will serve in Winter, Judith Faust in Spring.

2. Report of the Chair
   As this was the initial meeting with a new chair, there was no report.

3. Report of Associate Vice President, Curriculum & Academic Programs
   The curricular procedures manual which describes the proposals received by CIC is now available online.

   Leigh Mintz indicated that this would be his last year with the committee as he will be retiring at the end of this academic year.

4. Organization of Subcommittees
   The following members were approved for each subcommittee. Leigh Mintz is administrative representative on all.
   a. Critical Thinking G. E. Requirement
      Jennifer Eagan, Robert Gorton, Judith Faust, Penny McCullagh
   b. Lifelong Understanding G. E. Requirement
      Michael Lee, Steve Starling, Susan Sunderland, Jeff Seitz
   c. Cultural Groups/Women G. E. Requirement
      Barbara Paige, Pat Guthrie, Jennifer Eagan, Steve Ugbah, Lettie Ramirez, Jennifer Courter
   d. Writing Skills
      Alison Warriner, Steve Starling, Craig Wilson, Kate Manuel, Sandy Heisey
e. Basic Skills Requirements Appeals
Dave Larson, Karina Garbesi, Steve Ugbah, Joy Bhadury, Jacki Anderson, Mary di Sibio, Don Sawyer, Melany Spielman, Maggie Szabo, Nancy Fegan, John Lovell, Matt Johnson, David Sandberg

f. General Education
Carl Bellone, Sharon Green, Karen Kilk, Linda Kinrade, Bill Langan, Rita Liberti, Sally Murphy, Sue Opp, Kris Ramsdell, Diane Satin, Don Sawyer, Roberta Millstein.

5. New Business
a. Request for approval of a new Minor in Software Development
Ed Keller (Math/CS) gave a brief presentation and Joy Bhadury (Engineering) added information. This request was approved unanimously.

b. Request for approval of the option in E-Commerce Marketing Management, B.S. Degree Major in Business Administration
Chong S. K. Lee gave a brief presentation and provided information on the occurrence of this type of option at other institutions in the region. There was some discussion of the need for such options and the resources that might be necessary to implement it. This request was approved unanimously.

c. Request for approval of the option in E-Business for the Masters of Business Administration Degree
A discussion similar to that for the above request took place for this request. This request was approved unanimously.

d. Request for approval of the option in Supply Chain Management, Masters of Business Administration Degree
Steve Starling provided information on demand for this option. This request was approved unanimously.

e. General Studies, New Course Requests for Honors Program
General Studies has no school, thus the University CIC functions as the school Curriculum Committee to approve new courses. These requests were approved unanimously.

f. Four-Year Degree Pledge Program Students
Leigh Mintz provided his annual report on the very small number of students in the program.

5. Adjournment
The meeting was adjourned at 4:50 PM by Chair Terry Kelly

Respectfully Submitted,

Kelly Steele, Acting Secretary