Minutes of the meeting of 16 April 2001

Members present: Kevin Cadogan, Terry Kelly (Chair), Dave Larsen, Rita Liberti, Leigh Mintz, Evelyn Padua Andrews (Recorder), Barbara Paige, Fung Shine Pan, Kelly Steele.

Members absent: Judith Faust, Cesar Maloles

Guests: David Baggins, Carl Bellone, Diane Beeson, Emily Brizendine, Valerie Helgren-Lempesis, William Langan, Don McKillop, Rosanne Moore, Sally Murphy, Don Sawyer, Melany Spielman, Emily Stoper, Susan Sunderland, Gail Young.

Chair Kelly called the meeting to order at 2:50 p.m.

1. The agenda was unanimously approved with minor changes (move item 7b. after Subcommittee Reports).

2. Approval of the minutes of the meeting of April 2, 2001. Minutes were unanimously approved with minor edits.


4. Report of the Associate Vice President, Curriculum and Academic Programs. CIC 15, 16, and 17 will be addressed at tomorrow’s EXCOM meeting; CIC 13 and 14 were approved by Academic Senate.

5. Subcommittee Reports:
   General Education Requirement: Sally Murphy reported that the committee is working on designing a GS course required for lower division transfer students and optional for upper division transfer students. Recommended by the Retention Committee, the GS course would serve as an orientation/transitional course for new transfer students. They have also discussed issues questioning whether lower division transfer students (freshman or sophomore) should be required to participate in the clusters.

   Writing Skills Requirement: Sally Murphy reported that there was insufficient membership to hold a meeting; however, those who were present discussed the status of the Student Center for Academic Achievement. A search for the SCAA Director is under way.

6. New Business
   7b. Second Year G.E. Social Science Cluster Proposal – Maintaining Healthy Minds and Bodies (REC 2300, EPSY 2300, KPE 2300).

   Chair Kelly acknowledged that two issues were on the table; the first involves procedures and the second involves substance. Langan and Beeson provided an overview of procedural matters that led to CIC receiving this proposal. Lively discussion ensued. Brizendine stated that SEAS consulted with Curriculum and Academic Programs on the approval process for G.E. proposals. Based on guidelines established in the G.E. document, she believes SEAS followed the appropriate procedures. They were not aware that the ALSS Curriculum Committee is also the ALSS Council of Chairs. Mintz noted that each school has the prerogative to establish its own method of review and approval of curricula, and this can be a council of chairs. Young was apologetic for aiding in the procedural “mis-steps” of the proposal, and SEAS may have followed in her lead. She noted that the process had circumvented the usual two-week ALSS timeline because of the urgency for meeting the May deadline for the Fall Schedule of Classes. Although objections were registered by some ALSS chairs, the proposal was forwarded to and approved (8 yes, 0 no, 1 abstention) by the GE Subcommittee. It was noted that once a curricular proposal is submitted to the ALSS Council of Chairs, any Chair has the right to call out any proposal for any reason. Baggins stated
Chair Kelly was reluctant to entangle the substantive debate about the merits of the cluster as social science with the procedural debate as to whether the cluster had worked its way up to CIC. CIC believed that proposal needed the School of ALSS approval before moving forth. Concerns were expressed that if the proposal is sent back to the School, it thereby kills the cluster for the Fall. Stoper noted that it is not legitimate to kill the proposal due to a time table issue and said that as Senate Chair she would support an expeditious hearing of the cluster with the ALSS Council of Chairs and, if necessary, with ExCom and the Senate. Sunderland emphatically stated that SEAS followed the guidelines in the G.E. document and was appalled that CIC would contemplate sending the proposal back to ALSS. A final recommendation was made that the proposal be referred to the ALSS Council of Chairs for review prior to CIC’s review. CIC urged that this process be as expeditious as possible to allow a chance for the cluster to gain review in time to be offered in Fall Quarter, 2001.

APPROVED. M/S/P 8 yes, 0 no, 1 abstention

6. Old Business
   a. Presidential Scholars and Honors Programs.
      Coordinator Valerie Helgren-Lempesis had shared that she met with the Provost who divulged that there is “no pot of money” or specific allocation that exists for the Presidential Scholars. Committee members had raised questions about the Jacobson money which was earmarked for departmental scholarships, and at one time, was used for presidential scholarships. Scholarship awards will be made once students achieve a high school GPA of 3.7 or higher, and have maintained a 3.5 GPA at Hayward. Carl Bellone will work with Valerie in documenting procedures for the Presidential Scholars by the Summer.

      CIC made final editing recommendations to the Proposal. Coordinator Helgren-Lempesis’ notations (items 7 to 14) were blended into Chair Kelly’s draft Proposal which culminated into twelve final recommendations. A motion to accept and forward to EXCOM the proposed recommendations was approved.

      Coordinator Helgren-Lempesis extended her gratitude to Leigh Mintz for his guidance and administrative support with the Presidential Scholars and Honors Program.

      APPROVED. M/S/P Unanimous

   b. Service Learning. Tabled to next meeting.

7. New Business (continued)
   a. Infrequently Offered Courses Not Taught for Three Years.
      Mintz received a belated request to amend the list to move ACCT 4232 and 4950 from the listing of courses to be discontinued Fall, 2001 to courses appealed for retention in 2001-2002. This was accepted as a friendly amendment.

      APPROVED. M/S/P Unanimous

   c. G.E. Proposal – PHIL 3216 (C-4, Upper Division Humanities)
      One edit was made to replace “class” with “course” in the ninth line down under course description.

      APPROVED. M/S/P Unanimous

8. Adjournment. Chair Kelly adjourned the meeting at 4:50 p.m.

Respectfully submitted,
Evelyn Padua Andrews, Enrollment Services