Members present: Peter Claus (Acting Chair), Hadi Behzad, Barbara Paige, Fung-Shine Pan, Kristin Ramsdell, Jeff Seitz, David Stronck, Carl Bellone.

Members Absent: Evelyn Padua Andrews, Terrence Kelly, Kelly Steele, Abdul Hadi Azimi, Miguel Castaneda.

Visitors: Sally Murphy, Rosanne Moore.

1. Approval of the Agenda
   The agenda was unanimously approved.

2. Approval of the Minutes of the November 5, 2001 meeting
   Carl Bellone noted some inaccuracies in the committee memberships under item #4 of the Minutes. The first paragraph in that item should read:

   “Carl Bellone mentioned that Fung-Shine Pan has volunteered to serve on the Cultural Groups and Women Subcommittee for the Fall Quarter only. Hadi Behzad also said that Stevina Evuleoacha was willing to be on Cultural Groups and Women for the Winter and Spring. Sandy Heisey will serve on the Writing Skills Subcommittee. All of these additions need to be approved by CIC. It was so moved, and all were unanimously approved.”

   The Minutes were unanimously approved as corrected.

3. Report of the Chair
   In the absence of Terrence Kelly, Peter Claus was serving as Chair and had nothing to report.

4. Report of the Associate Vice President, Academic Programs and Graduate Studies
   Carl Bellone reported that all of the course modifications and new course proposals CIC sent to ExComm had been approved. The Honors Program was also approved with two modifications.

   Bellone also distributed CIC-2 (“Subcommittee Memberships, 2001-02”) to all members. A brief discussion followed. The motion was made that the committee membership lists as presented in CIC-2 (attached) be approved. The motion was seconded and passed unanimously.

5. Subcommittee Reports
   a. Critical Thinking
      Sally Murphy reported that the Critical Thinking Subcommittee had met and will be sending proposals to CIC.

   b. Cultural Groups/Women
      Sally Murphy reported that the Cultural Groups/Women Subcommittee had met and will be sending proposals to CIC.
c. **Lifelong Understanding/Capstone**
   Sally Murphy reported that the Lifelong Understanding/Capstone Subcommittee had met and will be sending proposals to CIC. She also mentioned that the committee had requested that each new proposal include a full syllabus, with reading and writing assignments so that the committee could get a clear idea how the course would meet the Area E requirements, particularly the requirement that the course be interdisciplinary. Like several other GE Areas, courses will satisfy Area E only when taught under an approved syllabus.

d. **General Education**
   Sally Murphy reported that the General Education Subcommittee had met and discussed aspects of the review process as well as approved several courses.

e. **Writing Skills**
   Carl Bellone reported that the Writing Skills Committee had met. There was now a large amount of data available to the committee, based on over 3,000 students who took the exam last year alone. The Committee expects to raise the fee students pay to take the exam.

6. **Old Business**
   a. **On line Instruction Subcommittee**
      Peter Claus reminded the committee that at the last meeting the chair requested the committee to come up with names of people to serve the online teaching committee, and to think about the specific charges which should assigned it. A broad discussion of these two topics followed. Hadi Behzad felt that on-line teaching was a "method of instructional delivery" and wondered whether we needed a special bureaucracy to regulate it. But many other members felt that there were a number of dimensions of online teaching which needed to be investigated. Discussion took place in many directions with no clear motion on the table. Behzad inquired about the issue on hand and asked if the "establishment" of the Subcommittee was the subject of the discussion or the "make-up and responsibilities". A reference to the minutes of earlier meetings made it clear the formation of the Subcommittee had already been approved in principle. In that meeting the chair had asked Claus to prepare a working draft outlining possible charges and the general principles by which the committee membership should be formed. Behzad moved that the discussion be tabled until such time that document is available in written form. Claus indicated that he could prepare a working draft for the next meeting. The motion was passed unanimously.

   b. **Service Learning Subcommittee**

7. **New Business**
   Hadi Behzad moved that we approve items A through D. He pointed out that if there were any concerns over an individual course, those concerns may be acted upon via amendments. The motion was seconded and discussion of each course proposal followed.

   a. **Addition of ES 3175 and ES 3180 to GE Area D4, Under the 1998/02 GE Program**
      Discussion was brief since all members thought these courses should be approved.

   b. **Addition of ES 3430 to GE Area C4, Under the 1998/02 GE Program**
      Discussion was brief since all members thought these courses should be approved.

   c. **Addition of ES 3820 to GE Area C4, Under the 1996/98 and 1998/02 GE Programs**
Peter Claus pointed out that there does not seem to be any indication in the syllabus attached to the proposal that the course would meet the C4 criteria. Barbara Paige, Chair of the Ethnic Studies department agreed, and thought that maybe the wrong syllabus had been attached. Claus moved that the motion on the floor be amended to exclude this course at this time. The amendment was unanimously accepted.

d. Addition of PHIL 3153 to GE Area C4, under the 1996/98 and 1998/02 GE Programs
There was discussion as to how it can be that a course could both satisfy Area C-4 and E: it seemed to entail a contradiction. Sally Murphy provided background information, indicating that both the relevant subcommittees looked at the proposal separately and each felt that as far as they were concerned the course satisfied the criteria of their particular GE Area. Although some members felt that the contradiction was not resolved in the ensuing discussion, no amendment was introduced to decline the proposed item (d).

Hadi Behzad felt that the wording of the course description posed problems in that it was overly unspecific as to the exact content of the course. Peter Claus pointed out that it was not the job of the CIC to suggest changes in the course description, but only to approve the appropriateness of the course in terms of satisfying GE requirements. Behzad said that a friendly amendment could be included at this time as a suggestion to the department, but that it would not mean it would be excluded from the motion to approve the course. Behzad moved acceptance of a friendly amendment to rewrite the course description to be more specific as to the course content. Discussion followed. The amendment was passed by a vote of 4 in favor, 3 against, with no abstentions.

The motion on the floor (to approve the items A through D) with the amendment excluding ES 3820 and the friendly amendment suggesting a rewrite of the PHIL 3153 course description, was unanimously approved.

Peter Claus noted that the time was getting late and that Carl Bellone had brought equipment and had set it up to make a presentation regarding Web-based Curricular Proposals (New Business Item g.) Rather than ask him set up all of this up again for the next meeting, he suggested that we jump to that item on the agenda. This was so moved and subsequently passed unanimously.

e. Web-based Curricular Proposals
Carl Bellone showed the committee the UC Davis Web-based Course Approval System by logging onto their website (http://lobster.ucdavis.edu/caf/) through his laptop computer and demonstrated the fundamentals of its use. Various members of the committee asked specific questions, but all expressed their appreciation of the program. Bellone indicated that he would like the committee to express its support for this kind of system so that he could proceed to investigate and negotiate further. It was moved that we would support a digitalized, web-based course approval system of this sort. The motion passed unanimously.

8. Adjournment
The committee adjourned at approximately 5:15.

Respectfully Submitted,

Peter Claus, Secretary