CALIFORNIA STATE UNIVERSITY, HAYWARD
COMMITTEE ON INSTRUCTION AND CURRICULUM

Minutes of the Meeting of November 5, 2001

Members present: Terrence Kelly (Chair), Evelyn Padua Andrews, Abdul Hadi Azimi, Hadi Behzad, Carl Bellone, Peter Claus, Fung-Shine Pan, David Stronck

Members Absent: Miguel Castaneda, Barbara Paige, Kristin Ramsdell, Jeff Seitz, Kelly Steele

Visitors: Rosanne Moore, Sally Murphy

1. The agenda was approved with the addition of one item under Old Business, 6. b Online Teaching Subcommittee.


The Minutes were approved after a brief discussion of the membership on the various Subcommittees.


Chair Terrence Kelly commented that he will be going to the next EXCOM meeting and will be able to speak to any issues which might arise regarding the Honors Program and the GE Timeline.


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 Evuleocha 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.

Carl noted that the Writing Skills Subcommittee at their next meeting will be looking into adding a fee structure to their services.

5. Subcommittee Reports

a. General Education.

Sally Murphy reported that Sandy Heisey was tracking students who had entered the GE program in previous years in order to see their subsequent performance.

Sally reported that the Cultural Groups and Women GE Subcommittee had no documentation of last year’s committee work. They have decided to gather syllabus information from the coming
Spring Quarter course offerings and writing to Department Chairs to see if they had saved any documentation that they had sent the committee.

Hadi Behzad inquired as to the results of the analysis of the GE Program. Sally said this was currently underway and cited statistics as to some of the findings so far. She noted that all of the material analyzed so far was contained in the two booklets she had given to CIC members at the October 15th meeting.

6. Old Business

a. Service Learning Program
   This was postponed to a future meeting.

b. Online Teaching Subcommittee
   Peter Claus reminded the CIC that they were to suggest names of people to serve on the committee and to formulate charges to it. He admitted that he, too, had not come prepared to do this. To a request for further information as to what the committee might look into, he reiterated much of what was reported in the minutes of the last meeting. The Chair asked us all to come prepared to discuss this at the next meeting.

7. New Business

a. Replacement/Number changes for 2nd year cluster courses:
   i. THEA 2051 replacement for ART 2227, Technology & Culture cluster, Humanities C-1.
      Sally Murphy explained that the Art course dropped out of the cluster and fortunately Theater was willing to come up with a new course designed specifically to match the cluster theme. The New Course Request has already been approved. It was moved and seconded that the course could be included in the cluster; the motion passed unanimously.

   ii. MUS 1000 replacement for MLL 2001 Holocaust & the Problem of Evil cluster, Humanities C-1.
      Discussion revolved around the question as to how it can be that a very general survey course can be fitted into a very specific cluster. Sally explained that this is done in a number of departments by designing one section to meet the specification of the cluster. The question was then raised as to whether this section then met the catalogue description of the course and how such individualized sections are regarded in transfer equivalencies. Sally responded that they could be and that they raise no further problems. She also noted that by next year this section will be turned into a new course request. The proposal was accepted with no A[nay]@otes, but with one abstention.

   iii. MUS 2130 number change in the American Pop Culture cluster, Humanities C-1
      Unanimously approved with only a very brief discussion, appreciative of the course content.

   iv. GEOL 2100 number change in the Aspects of Energy cluster Natural Sciences B1
      Unanimously approved with only a very brief discussion.

b. New Course Reviews.
i. **BIOL 4025 Area B for the 96/98 pattern.**  
One member pointed out some possible rewording for the catalogue description, but it was pointed out that we were only expected to evaluate GE matters. Another member said they found it hard to vote on the issue when there is no syllabus provided which would indicate that the course does indeed meet the GE requirements. It was pointed out, however, that at the GE Subcommittee meeting a representative of the Department had assured the committee that it would meet the requirements. Several CIC members wondered, then, whether we should not just accept the approval of the GE Subcommittee in all of these cases. It was agreed that in the future at least some statement as to how all sections of a course would meet the specified GE requirement would be included in the document from the department.

The course modification request was approved with no nay votes and one abstention.

ii. **MLL 1221-32 Area C 1-3 for the 96-98 catalogue.**  
Approved unanimously after a brief explanation.

iii. **MLL 1611 Area C-2 for the 96-98 catalogue.**  
The course modification request was approved with no nay votes and one abstention.

iv. **MLL 2221-32 Area C 1-3 for the 96-98 catalogue.**  
Approved unanimously after a brief explanation.

v. **MLL 3611 Area C 1 for the 96-98 catalogue.**  
Approved unanimously after a brief explanation.

vi. **PHIL 3711 C 4 for the 96/98 and 98-02 catalogues and transfer patterns.**  
Approved unanimously after a brief explanation.

vii. **POSC 3419 Area D4 for 98-02 catalogue.**  
Approved unanimously after a brief explanation.

8. **CIC Assessment Council**  
Kristin Ramsdell was appointed to the Assessment Council

9. **Adjournment**  
The meeting was adjourned at 4:44 pm

Respectfully submitted,

Peter Claus, Secretary