Approved as corrected

Minutes of the Meeting of December 3, 2001

Members present: Terrence Kelly (Chair), Evelyn Padua Andrews, Peter Claus, Barbara Paige, Fung-Shine Pan, Kristin Ramsdell, Jeff Seitz, Kelly Steele, David Stronck, Carl Bellone.

Members Absent: Abdul Hadi Azimi, Hadi Behzad, Miguel Castaneda.

Visitors: Linda Kinrade, Rosanne Moore, Sally Murphy.

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

2. Approval of the Minutes of the November 19, 2001 meeting
   The Minutes were unanimously approved after Evelyn Padua Andrews’ name was moved from the list of members present to that of members absent.

3. Report of the Chair
   Chair Terry Kelly reported that all of the business CIC had sent forward to the Academic Senate had been approved, including the Honors Program. He noted that we have now been officially given a charge from ExCom regarding the General Education Review, and that he had received communication from ExCom to look into a matter of plagiarism in online courses which has been included in our agenda below. Kelly announced that we would meet on the first Monday of January, even though this is the first day of classes for the new quarter.

4. Report of the Associate Vice President, Academic Programs and Graduate Studies
   Carl Bellone noted that although all of the names submitted in CIC-2 (“Subcommittee Memberships, 2001-02”) had been approved, three more members from Science were still needed for the Basic Skills Appeals Subcommittee. He also noted that ExCom would like to see a standard approval form developed for all GE courses being sent to the Senate which would include, among other things, a checklist of Subcommittee votes.

5. Subcommittee Reports
   a. General Education

   Sally Murphy reported that since she was absent during the past week when the GE subcommittee met, she had nothing to report.

6. Old Business
   a. Online Instruction Subcommittee

   Peter Claus submitted a draft of the charges to be given the Online Teaching Subcommittee which also included a suggestion for the principles on which its membership might be based.
Discussion followed, during which a few minor modifications and additions were added. The motion that the drafted be accepted as modified was unanimously approved. The approved charges are attached to these minutes.

Chair Terry Kelly said that he would circulate copies of the subcommittee’s charge to all appropriate offices in order to begin forming the committee.

b. Service Learning Subcommittee

There was no news from the Service Learning Subcommittee.

7. New Business

a. Course Modifications and New Course Requests:

i. Addition of ES 3175 and ES 3430 to Cultural Groups and Women

Sally Murphy pointed out that these courses had been approved at the last meeting as meeting the Area D4 or C4 requirement. The Cultural Groups and Women Subcommittee has now reviewed and approved them for inclusion in the Cultural Groups and Women list. Discussion was brief since all members were in agreement. They were unanimously approved.


This course was not approved at the last meeting because the appropriate documentation had not been provided. This has now been rectified. There was only brief discussion. The course was approved.

b. School of Science Learning Outcomes

Sally Murphy pointed out that similar statement of Learning Outcomes had been developed and approved for the other Schools. These Learning Outcome statements are used in reviewing whether specific course proposals met GE requirements and during assessment of the Lower Division GE Program. Discussion as to the use of these Learning Outcomes followed. Terry Kelly moved that the School of Science Learning Outcomes be approved. Peter Claus suggested the last sentence should read: “No one single course in the science general education group need meet all of these learning outcomes.” With this minor modification, the motion was seconded and unanimously approved.

c. Plagiarism and Online Courses

Chair Terrence Kelly directed our attention to an email from Mac Lovett to Don Wort (11/02/01) regarding a specific question which arose during a Fairness Committee hearing. After a brief discussion of this email, it was apparent that CIC should invite Mac Lovett to come and further elaborate upon the situation. This item was therefore postponed until that time.
d. **Honors at Graduation**

Carl Bellone explained the problems revolving around the manner in which a student is accorded various levels of honors at graduation. The present system is described in 1997-98 CIC 16. That document anticipates the possibility of having to adjust the gpa limits for each new catalogue. Discussion of the complex situation followed. Terry Kelly moved that we do not need an adjustment of the honors criteria at this time. The motion passed unanimously.

e. **DGS Courses**

Carl Bellone recounted the history of DGS courses and the reason why the Degree Works Committee found it advantageous to reintroduce them. There was a brief discussion during which members recalled their uses. Sally Murphy pointed out that no DGS course would satisfy any GE requirement. A course could be moved by a department from DGS status to that of a regular course offering, in which case it could then be proposed as meeting GE requirements. DGS courses would still need to be approved at the School level. It was moved that we accept the category of DGS courses. Additional discussion included whether they may be used to satisfy Department requirements; the answer is that they may be substituted for these. The motion was passed unanimously.


Chair Terrence Kelly brought to our attention the formal charge to complete a review of the 1998-2002 General Education Program. He requested the committee to carefully review for next time the 1996-97 CIC 24 document and the material Sally Murphy had earlier provided to us. He also reminded us to give consideration to how we might go about selecting an outside reviewer. We will take up the task of Reviewing the GE Program in a big way next quarter. We need to submit our review early in the Spring Quarter.

8. **Adjournment**

The committee adjourned at approximately 4:48 pm.

Respectfully submitted,

Peter Claus, Secretary