CALIFORNIA STATE UNIVERSITY, HAYWARD
COMMITTEE ON INSTRUCTION AND CURRICULUM

Approved as amended

Minutes of the meeting of Monday, March 18, 2002


Members absent: Abdul Hadi Azimi, Miguel Castaneda, Jeff Seitz

Visitors: Rosanne Moore.

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

2. Approval of the Minutes of the March 4, 2002 meeting.
   The minutes of the March 4, 2002 meeting were approved as corrected. 6a. General Education Subcommittee - They did not have a quorum, but Michael Strait gave a short report to the subcommittee on his progress with the focus groups.

3. Report of the Chair
   Terry Kelly met with the Academic Senate and gave a Chair's report to that group. They were pleased with our process for choosing an external reviewer for the GE Program. Terry also reminded the CIC members about the upcoming schedule. On April 15th we will have a regular meeting and will meet with the Deans at 3:45. On April 29th we will meet with the Chairs in addition to having a regular meeting. Sometime in April we will also meet with a General Studies course and interview the students on their thoughts on the GE Program. We hope to have the questions for the faculty questionnaire from the GE subcommittee soon.

4. Report of the Associate Vice President, Academic Programs and Graduate Studies
   AVP Bellone reported that ExCom approved 01-02 CIC 21, On-line Instruction Subcommittee Membership at its meeting of March 5, 2002. The Senate unanimously approved the following CIC documents at its meeting of March 12, 2002: 01-02 CIC 15, Calculation of GPA for Designation of Honors, 01-01 CIC 17 Application of ANTH 3400 Social Anthropology, and ANTH 3430 Ethnicity and Nationalism to G.E. Area D4 for the 1998/02 G.E. Pattern, and 01-02 CIC 20 Application of ANTH 3520, Contact period of California, and ANTH 3750 Women in Cross-Cultural Perspective, to G.E. Area D4 for the 1998/02 G.E. Pattern and ANTH 3790, Anthropology and Genealogy, to G.E. Area D4 for the 1996/98 and 1998/02 G.E. Pattern.
5. Subcommittees Reports
   a. General Education Subcommittee -
      Rosanne Moore indicated that at the last subcommittee meeting they approved a few
      Anthropology courses which will be presented to us at the next meeting.

   b. Writing Skills Subcommittee
      Alison Warriner gave a short report and a Revised University Writing Skills Requirement.
      The materials presented to us by that subcommittee include information relevant to the revised
      University Writing Skills Requirement that they submitted.

      A motion was made and seconded to approve the revised University Writing Skills
      Requirement as follows: Note that this will be effective Fall, 2002.

      Revised University Writing Skill Requirement

      (abbreviated version)

      The CSU mandated University Writing Skills Requirement (UWSR) at Cal State
      Hayward is met by a Writing Skills Test (WST) consisting of an analytical essay. Passing
      score on the WST is a score of 8 to 12.

      Students failing with a grade of 7 must either (a) take an a provided second-tier writing
      course in the subsequent quarter or, (b) take the WST at its next offering.

      Student failing with a grade of 6 or below, must complete two writing courses (1) a first-
      tier course, ENGL 3000 or 3001 (for ESL students) in the quarter subsequent to failing
      the WST, (2) an approved second-tier writing course normally in the school of their
      major, which addresses rhetorical approaches and strategies and is then in the quarter
      after passing ENGL 3000 or 3001.

      The motion was passed unanimously.

      Also included with our materials was a Statement of Philosophy on Writing. The CIC
      considered whether or not we needed to approve this statement or to send it on as a
      background information item only. A motion was made and seconded to send on to the
      Academic Senate the Statement of Philosophy on Writing and the Writing Skills Test
      information as part of the background information. The motion was passed unanimously.

      Two recent articles in The Pioneer on the Writing Skills Test were inaccurate and a response
      by Allison Warriner and Jennifer Egan was sent to the Pioneer where it will appear in the first
      issue of the Spring Quarter.
6. Old business
   a. Nomination of the External Reviewer
      We reviewed several resumes. A motion was made and seconded to nominate Dr. Jackie Donath for external reviewer. The motion was passed unanimously.
   
b. Policy on Cooperative Education Courses for International Students
      A motion was made and seconded to approve the revised Policy on Cooperative Education Courses for International Students. There were 7 yes votes, 1 no vote and 1 abstention. The motion passed.
   
c. CIC 16 – Learning Outcomes for Lower Division GE in Science
      This item was postponed until further notice from the GE Subcommittee.
   
d. New Course and Course Modification Forms, and Assessment
      There was considerable discussion of the inclusion of questions about assessment on the New Course and Course Modification Forms. The committee made suggestions to Carl Bellone who modified the draft. A motion was made and seconded to approve the draft as amended. Carl will submit it to us via e-mail to confirm specific wording. The motion was approved unanimously.
   
e. CIC 14 – Reintroduction of Directed Group Study (DGS) Courses
      This item was replaced by CIC 24 which CIC passed unanimously.
   
7. New Business
   a. PHIL 3010 – Area D3 (Critical Thinking), 96-98 and 98-02 catalogs
      We will continue with this item next time.

8. Adjournment

The committee adjourned at approximately 4:55 pm.

Respectfully submitted,

Kelly P. Steele, Secretary