CALIFORNIA STATE UNIVERSITY, HAYWARD
COMMITTEE ON INSTRUCTION AND CURRICULUM
Approved as corrected

Minutes of the meeting of October 21, 2002

Members Present: Carl Bellone, Kris Ramsdell, Jeff Seitz, Emily Stoper, David Stronck, Alison Warriner (Chair),

Members Absent: Joy Andrews, Hadi Behzad, Solomon Cason, Peter Claus, Toni Merendino, Fung-Shine Pan, Karen Wong

Guests Present: Rosanne Moore, Sally Murphy (who was designated as Presidential appointee by Carl Bellone when he had to leave at 3:20 p.m.)

The meeting was called to order at 2:45 p.m. by Chair Alison Warriner.

1. Approval of the Agenda - M/S/P Stoper/Ramsdell to approve.

2. Approval of the minutes of the October 7, 2002 meeting – A number of corrections were made. M/S/P Stronck/Ramsdell to approve as corrected.


4. Report of the Associate Vice President, Academic Programs and Graduate Studies - none. Carl Bellone announced that he would not vote on the committee.

5. Subcommittee Reports - none
   a. G.E. It has not met, because its membership has not been approved.

6. Old Business
   a. Subcommittee Memberships
   Lifelong Understanding. Jeff Seitz nominated Laura Marschall and Hilary Holz. Hilary Holz was elected 5-0-0. M/S/P 5-0-0 Stoper/Ramsdell to approve the entire membership of the subcommittee: Peter Claus, Hadi Behzad, Hilary Holz, Susan Sunderland and Sally Murphy (Presidential Appointee).
   Cultural Groups/Women. M/S/P 5-0-0 Stoper/Ramsdell to approve the entire membership of the subcommittee: Barbara Paige, Pat Guthrie, Emily Stoper, Jean West, Gloria Rodriguez, Erica Wildy and Sally Murphy (Presidential Appointee).
   Writing Skills. Jeff Seitz nominated Don Gailey and Carol Lauzon. Don Gailey was elected 5-0-0. M/S/P 5-0-0 Ramsdell/Stoper to approve the entire membership of the subcommittee: Alison Warriner, Emily Nye, Sandy Chamberlain, Carl Bellone, Terry Kelly, Fung-Shine Pan, Barbara Storms and Don Gailey.
   Basic Skills Requirements Appeals. Emily Stoper nominated Margaret Rustick, Nancy Thompson, Bob Peppard, Pat Radin, Jiansheng Guo, Tom Acord and Pat Zajac. Margaret Rustick, Nancy Thompson, Bob Peppard, Pat Radin and Jiansheng Guo were elected 5-0-0. M/S/P 5-0-0 Stronck/Seitz to approve the entire membership of the panels: ALSS: Margaret

General Education (G.E.). Sally Murphy suggested that it would be desirable to establish this ad hoc committee as a permanent committee with a defined membership. After some discussion, it was decided that it will be appropriate to have two representatives on the committee from each School, even though some schools are much more deeply involved in G.E. than others. Stoper/Ramsdell 5-0-0 M/S/P to approve the following members: Jennifer Eagan, Sharon Green, Rita Liberti, Sue Opp, Kristin Ramsdell, Hank Reichman (Winter and Spring 2003 only), Diane Satin, Don Sawyer, Jeff Seitz, Michael Strait, Sally Murphy (as G.E. Coordinator, not as Presidential Appointee), and Evette Castillo, as Associate Director of the University Advisement Center. (The last 2 are intended to be ex officio.)

On-Line Instruction. M/S/P 5-0-0 Stronck/Seitz to approve the following members: Peter Claus, Li-Ling Chen, Pat Guthrie, Gary McBride, Roger Parker (ex officio as Director of Media and Technology Services), Jeff Seitz and Kris Ramsdell.

b. General Education Review. The committee established a work plan for completion of our G.E. revision task. First we will read the numerous documents that have been and will be provided by Sally Murphy. We agreed to read the Outside Reviewer’s Report by our next meeting on Nov. 4. We also agreed to have an all-day retreat in late January at which we will develop a specific proposal to the Senate for revising the G.E. program. The chair will prepare a tentative schedule of readings for the time between now and then. It must be tentative because we do not know exactly when all the reports will appear. But we need a schedule so that we can discuss some readings at each meeting and complete the reading on time.

c. New Course Forms (01-02 CIC 26) Postponed until a future meeting.

d. Academic Standards (postponed to a future meeting, when the recommendations addressed to CIC by the '01-02 Academic Standards Implementation Committee are available)

e. Learning goals for G.E. (postponed until next time)

7. New Business
a. Election of a secretary for Winter and Spring. Kris Ramsdell will be secretary during the Winter Quarter.

b. CIC Policies and Procedures update. The only proposed change is to delete the Direction of Extended Education from CIC membership, since the incumbents in the position rarely choose to serve, although they are always invited. Since this change is not urgent, CIC will take no action.

8. Adjournment The meeting adjourned at 4:10 p.m.

Respectfully submitted,
Emily Stoper, Secretary