CALIFORNIA STATE UNIVERSITY, EAST BAY
COMMITTEE ON INSTRUCTION AND CURRICULUM

Approved Minutes of March 7, 2011

Members present: Jennifer Eagan, Bridget Ford, Evelia Jimenez, Jim Murphy (Chair), Jim Murray, Sue Opp, Glen Taylor, Claudia Uhde-Stone

Members absent: Kyzyl Fenno-Smith, Jim Mitchell, Norman Smothers, vacant student seats

Guests: Jackie Alnor, Jiansheng Guo, Sally Murphy, Angela Schneider, Helen Zong (Engineering Department)

1. Approval of Agenda (amended to include Engineering Department’s request to create new B.S. degree programs in Computer Engineering and Industrial Engineering)
   M/S/P Taylor/Eagan 8/0/0

2. Approval of Minutes of 2/7/2011
   M/S/P Taylor/Murray 7/0/1

3. Report of CIC Chair
   No report.

4. Report of AVP APGS

   The revised flowcharts for degree program change and approval processes provided by AVP Opp came back to us as an information item. AVP Opp emphasized that these flowcharts do not represent any changes to established processes, but rather are an effort to clarify and visualize the steps necessary for approval of changes to degree programs or newly proposed programs. These flowcharts come back to us here slightly modified. They will be added to the Curricular Procedures Manual so that the approvals process is clearly laid out. AVP Opp added that her office would create a flowchart for the approvals process for certificate programs as well.

   Dr. Murray asked about the difference between a certificate program and a degree program. Dr. Opp explained that a certificate program was not comprehensive, but that a degree program stands alone, and is comprehensive.

5. Engineering Certificates Proposals

   The committee considered Engineering Department requests for approval of new graduate “Certificates in Construction Planning and Control” and “Construction Project Administration.” These are intended to be on “self-support” rather than state-side programs.
Dr. Eagan expressed concern that the Engineering Department does not have sufficient numbers of faculty to support new programs.

Dr. Opp provided some background to these proposed certificate programs, stating that they might help former Nummi employees to retrain, and that participation in certificate programs might lead to enrollment in full graduate degree programs. She explained that contrary to conventional understanding, sixteen (16) outside units may be transferred towards a full graduate program.

In response to Dr. Eagan’s original concern about limited faculty numbers to support these programs, Dr. Zong explained that University Extension had been offering these certificate programs for some time, but that there is some hope that the Engineering Department can have greater oversight over them if they are offered through the regular department, rather than through University Extension. The hope is that there will be greater quality control over the faculty (who may be adjunct faculty) if administered through the Engineering Department. But the Engineering Department had proposed that enrollment be handled through Open University, creating some confusion among CIC members.

Several questions arose about the relationship between the regular engineering programs and the Open University enrollment proposal, which is part of the request for approval.

It was the feeling of the committee that we should learn more about the interface between regular programs and Open University, and that the committee should invite Brian Cook to meet with us to gain a greater understanding of the growing range of certificate programs offered by University Extension, and how regular faculty and programs can have input into what appear to be academic offerings.

Other questions arose as to the process of admitting students through Open University, and the issuing of certificates. Who is the gatekeeper for enrollment in these certificate programs? Is it, or should it be, the regular University who issues the certificates?

A motion was made to table the Engineering Department’s requests for approval of new graduate certificate programs until the committee better understands the relationship between Open University procedures and regular faculty and departments.

M/S/P Taylor/Ford 8/0/0

6. Added Item to Agenda by Amendment: Request for new B.S. degrees in Computer Engineering and Industrial Engineering

Dr. Opp provided some background to these proposals, stating that she had suggested to the Engineering Department to consider shifting their “options” in Computer Engineering and Industrial Engineering to full degree programs in those two areas.

Dr. Zong from the Engineering Department explained that students have had trouble explaining the idea of the “option” to employers, who do not see it as a full-fledged degree
preparation for work in those fields. She also provided some useful history to the overall program in order to understand the genesis of these proposals.

Dr. Murphy noted that we do not have proper new degree program requests, following the criteria of the Curricular Procedures Manual. The committee concurred that we need to follow the appropriate protocols and forms in order to consider these new degree programs.

Dr. Opp will speak to the chair of the Engineering Department, Dr. Saeid Motavalli, to let him know of the appropriate forms to prepare for our committee.

The proposals for the new B.S. degrees in Computer Engineering and Industrial Engineering were therefore tabled.

M/S/P Eagan/Taylor 8/0/0

7. MLL Options Discontinuance

On request of the MLL Department, the Portuguese and Russian language options should be discontinued.

M/S/P Eagan/Ford 7/0/0

8. GE Subcommittee Approvals

Environmental Biology (ENSC 2400) has been proposed for General Education Credit for the Lower Division Life Science (Area B2).

Dr. Sally Murphy requested that we add Area B5 to the credit area as an amendment to the main motion.

Amendment to add Area B5 added. M/S/P Eagan/Ford 7/0/0

As part of the general motion for GE approvals, the committee also considered allowing Elementary Pashto and Dari courses in the MLL Department to satisfy the fine arts requirements for General Education.

M/S/P Eagan/Taylor 7/0/0

9. BA Biological Sciences: Option in General Biology

The committee considered a proposal from the Biological Science Department to create a streamlined option in general biology.

M/S/P Murray/Eagan 7/0/0
10. From the Floor

Dr. Murray asked about the difference between “banked” courses and discontinued classes. The committee clarified the difference: departments can easily bring back “banked” classes.

Dr. Taylor reiterated his interest in seeing a discussion about University Extension courses and faculty and department oversight of some of the more apparently academic offerings at DCIE. The committee shared a sentiment that CIC should learn more about the nature of the offerings at DCIE, and an ad hoc committee was formed with Drs. Eagan and Opp to speak with DCIE as a way to educate CIC about the increasing numbers of self-support programs offered through DCIE, and to create a better sense of CIC’s role in reviewing any academic programs offered through DCIE.

Dr. Guo offered comments on the discontinuation of foreign language programs, and emphasized the need for foreign languages in a globalizing society, where diversity is so apparent and significant. He expressed some concern about losing foreign language study opportunities at the university. A healthy conversation ensued about foreign language requirements at the CSUs, and whether it would be appropriate for our students to have such a requirement. Dr. Eagon expressed worry that this might be another point at which students would hit a roadblock to their degree.

Drs. Murphy and Murphy expressed an interest in inviting Dr. Houpis, the Provost, to meet with CIC to discuss his curricular and general education plans for the university. CIC would like to know more about proposals and thinking about the STEM initiative on campus, and would like to be prepared for any shifts in curricular direction at the university. They will extend such an invitation.

11. Adjournment
M/S/P Murray/Taylor, 7/0/0

Respectfully submitted,
Bridget Ford