CALIFORNIA STATE UNIVERSITY, HAYWARD
COMMITTEE ON INSTRUCTION AND CURRICULUM

Minutes of the October 4, 2004 meeting

Members Present: Carl Bellone, Joy Bhadury, Li-Ling Chen, Rosanne Harris, Roberta Millstein, Steve Peng, Kristen Ramsdell, Xeno Rasmusson, Emily Stoper (Chair)

Members Absent: Luther Strayer, Terry Rolland (Student member)

Guests: Marek Bielecki, RM Good, Jim Kelly, Michael Leung, Sally Murphy, Saeid Motavalli

The meeting was called to order at 2:45 p.m. by Chair Emily Stoper.

1. Approval of the agenda: M/S/P Bhadury/Rasmusson

2. Report of the Chair:
   Emily Stoper welcomed the members to a productive and important committee and also reviewed some operational guidelines. In the process of approving university curriculum, the CIC writes and changes policy which is then submitted to the Academic Senate for a vote. Much of the committee’s work is on general education and this year will see continued implementation of the GE package approved by the Senate in June 2003. This year the committee will face several aspects of the Freshman and Sophomore clusters, including replacing the clusters with individual courses and devising a system for rotating clusters. In preparation for the debut next fall of the sophomore year of the new G.E. package, CIC will have to recommend to the Senate the application to G.E. of a large number of free-standing or linked courses. When this work with Lower Division GE is completed, CIC will begin to work on approval of learning outcomes for Upper Division G.E. Humanities, Social Sciences and Natural Sciences. When that’s done we will recommend to the Senate a number of courses for G.E. application in those areas and in Lifelong Understanding. One of the areas, Upper Division Natural Science, will be a brand new area, so this is particularly important work. In preparation for the debut next fall of the sophomore year of the new G.E. package, CIC will have to recommend to the Senate the application to G.E. of a large number of free-standing or linked courses.

3. Report of the Associate Vice President, Academic Programs and Graduate Studies

   AVP Bellone reported that at its meeting of May 25, 2004, ExCom voted unanimously to place the following CIC items on the Senate agenda: 03-04 CIC 22, 03-04 CIC 23, 03-04 CIC 24, 03-04 CIC 25, 03-04 CIC 26, 03-04 CIC 27, 03-04 CIC 28, 03-04 CIC 29, and 03-04 CIC 31.

The Senate passed with one “no” vote 03-04 CIC 28, Change in the Name of the B.A. Degree in Mass Communication to the B.A. Degree in Communication; Discontinuance of the B.A. in Speech Communication; and Appending of the Options in Interpersonal Communication, Organizational Communication, Public Relations, and Public Communication to the New B.A. in Communication.

4. Nominations to subcommittees
   a) Tammy Simmons-Mosley, to GE subcommittee as CBE representative and Harry Waters to replace Loretta Breuning as CBE representative in the Basic Skills Requirements Appeals Committee (Bhadury).
   b) Chair will send out formal request for nominations. Chair requested that committee members seek nominees from their colleges.

5. Review of CIC Policies and Procedures
   a) Regarding proposed change in University Bylaws concerning membership of CIC’s Subcommittee on Graduate Programs that was sent to FAC last year but never acted upon. After some discussion, the CIC informally agreed not to pursue this further.
   b) In Article V, Section 4, Operation of Subcommittees; Proposal that existing Section 4 be renumbered as 5 and a new Section 4 be added: “Subcommittees of the CIC shall, prior to each meeting, notify all the members of the availability of the agenda and relevant materials. Each subcommittee shall write and approve minutes of all of its actions. Minutes shall be taken of each meeting containing, among other things, the names of members present, members absent, and visitors. Action on motions shall indicate the number of yes votes, no votes, and abstentions. All faculty members whose materials are
being reviewed by a subcommittee shall be invited to the meeting and shall be informed of the subcommittee’s decision in a timely manner.” M/S/P Millstein/Peng.

c) In Article V, Subcommittees, Section 2, Regular Subcommittees; Add “Subcommittee on General Education” at the head of the list (as the first bullet point) of regular subcommittees. M/S/P Rasmusson/Bhadury.

6. Proposed new Master’s in Engineering Management
   CIC and guests from the sponsoring program had some general discussion before a vote on the proposed new program. M/S/P Bhadury/Ramsdell.

7. Proposed new B.A. in Physics
   CIC and guests from the sponsoring program discussed the merits of adding the BA option to the BS in Physics already offered. Proposed program seems comparable to other CSU campuses, and most already offer the degree. Proposed program requires no new faculty or staff. M/S/P Ramsdell/Millstein.


9. Adjournment: The meeting was adjourned at 4:45 p.m.

Respectfully submitted,

Xeno Rasmusson, Secretary