CALIFORNIA STATE UNIVERSITY, HAYWARD
COMMITTEE ON INSTRUCTION AND CURRICULUM

Approved as corrected
Minutes of the November 15, 2004 meeting

Members Present: Carl Bellone, Li-Ling Chen, Rosanne Harris, Steve Peng, Kristen Ramsdell, Xeno Rasmusson, Emily Stoper (Chair), Jeff Seitz, Luther Strayer

Members Absent: Joy Bhadury, Roberta Millstein, Terry Rolland (Student member)

Guests: Sam Basu, Cal Kaplan, Michael Leung, Frank Lowenthal, Sally Murphy, Don Sawyer

The meeting was called to order at 2:47 p.m. by Chair Emily Stoper.

1. Approval of the agenda: Motion to revise agenda to address items in following order to accommodate visitors’ schedules: 1) academic renewal policy, 2) academic dishonesty policy, and 3) ExCom referral about LD and UD Learning Outcomes document. M/S/P Seitz/Peng 8/0/0

2. Approval of the minutes of 18/18/04 and 11/01/04: Discussion of current policy to distribute and approve minutes by e-mail led to agreement among those in attendance that we would print and bring prior minutes for correction and approval in the subsequent meeting.


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

AVP Bellone reported that ExCom, at its meeting of November 9, took the following actions regarding CIC items that they considered: unanimously referred back 03-04 CIC 32, Writing and Information Literacy Learning Outcomes for General Education to CIC for clarification; amended 04-05 CIC 2 which already was amended, Subcommittee Memberships 2004-05 to remove Steve Benson who has retired from the Basic Skills Appeals Committee (CIC 2 was approved earlier via email); unanimously voted to place 04-05 CIC 6 Application of BIOL 1008, Life on Earth, to GE Area B1, Life Science Requirement on the Senate agenda; voted unanimously to place 04-05 CIC 7, Application of SOC 2255, Introduction to Sociology Through Sports, to GE Lower Division Area D, Social Sciences on the Senate agenda; voted unanimously with one abstention to place 04-05 CIC 8, Application of KPE 3200, Sport in Film: Cultural Perspectives to the Cultural Groups/Women GE Requirement on the Senate agenda; and voted unanimously to place 03-04 CIC 30 Proposed Discontinuance of the Certificate in Commercial Physical Education, Department of KPE, on the Senate agenda.
5. Reports from Subcommittees:
   a. GE Subcommittee had organizational meeting, no formal report.
   b. Graduate Studies Subcommittee met, will report during held over agenda item.

8. Proposed Changes in Academic Renewal Policies:
   M/S/P Seitz/Ramsdell 8/0/0 to approve a new draft of the proposed changes, as amended, which follows: 1. A student may use academic renewal for up to 20 units of coursework. 2. Only grades of D+, D, F and WU qualify for academic renewal. If a student repeats a course in which the grade was C or better, the grade will be averaged into the GPA. 3. A course may be repeated only once for academic renewal. If a student repeats the course more than once, the grades from all subsequent attempts will be averaged into the GPA. Discussion before the vote included comments from guest Prof. Frank Lowenthal who had raised concern for stronger standards last year in the Academic Senate and who repeated this concern, specifying that perhaps only a total of eight units, or two classes, could have grades replaced. M/S/F Seitz/Strayer 1/7/0 to reduce the units eligible for renewal from 20 to 10 (so as to include 5-unit courses). This amendment did not pass because many felt it went too far in tightening existing policy.

   A friendly amendment to list the actual grades eligible for renewal was proposed by Seitz and accepted by the committee.

   Seitz/Strayer M/S/P 5/1/2 a second amendment to disallow renewing grades of C-.

9. Academic Dishonesty referral from Executive Committee, November 8, 2004:
   The referral asked CIC to consider whether to permit students charged with academic dishonesty and receiving a failing grade in consequence to retake the course and/or to take the next course in a sequence.

   Unfortunately, Mack Lovett, Assistant VP for Instructional Services, who had raised the concerns (from ExCom minutes 4/27/04) outlined in the referral, was not present. Upon review of policy in the current catalog, it appears that students with failing grades due to academic dishonesty may retake the course but could not qualify for academic renewal. After considerable discussion, committee members did not see the need to recommend a change in policy. No action taken.
11. **Adjournment:** The meeting was adjourned at 4:55 p.m.

Respectfully submitted,

Xeno Rasmusson, Secretary

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10. **Writing and Information Literacy Outcomes (03-04 CIC 32)** referral from Executive Committee, November 11, 2004

CIC reviewed and approved by consensus a set of documents drafted by Sally Murphy that responded to the points raised in the referral, which mostly concerned formatting. There were several motions on more substantive issues in the document.

M/S/F Stoper/Rasmusson 3/4/1 to remove a proposed upper division writing outcome (“present material in language appropriate for the context, usually in standard written English that is grammatically and syntactically correct”) applicable to D4 courses because it was already listed under A2, Lower Division Written Communications Outcomes, which the writing in D4 courses is intended to build upon. Instead CIC voted 8-0-0 to add this outcome to the list of outcomes under “Writing Processes,” making it applicable to C4 and D4 courses.

M/S/P Seitz/Strayer 6/2/0 to remove two items listed under Advanced Information Literacy Outcomes for B4 and D4. Items 2 & 4, which seemed to require that students read journal articles, were felt to require the sort of high level work that students may achieve in their major fields, but should not be expected to do in fields they study to fulfill general education requirements.