CALIFORNIA STATE UNIVERSITY, EAST BAY
COMMITTEE ON INSTRUCTION AND CURRICULUM

Approved Minutes of the Meeting of January 30, 2006

Members Present: Carl Bellone, Joy Bhadury, Kyzyl Fenno-Smith, Rosanne Harris, Saied Haddad, Roberta Millstein, Steve Peng, Ladonna Rangel, Xeno Rasmusson, Jeff Seitz (Chair), Jeff Simons, Emily Stoper, Erica Wildy.

Guests: Richard Luibrand, Sally Murphy, Michael Lee, David Woo.

The meeting was called to order at 2:45pm.

1. Approval of the Agenda. Agenda was amended to accommodate guest schedules.

   M/S Stoper/Millstein. Approved as adjusted.

2. Approval of the minutes of January 6, 2006.

   M/S Stoper/Millstein. Approved as amended 5-0-2.

3. Chair’s Report. Seitz reported that ExCom will consider three (3) CIC documents at its January 31st meeting: CIC approved GE courses; recommendation on IELTS admissions score change, & motion regarding CIC approval of the GE rubrics.

   Seitz reported that the recommendation to place a notice regarding student usage statistics and privacy within Blackboard will come from ExCom.

   The committee welcomed new undergraduate Student representative Saied Haddad.

4. Report of Associate Vice President. AVP Bellone reported that ExCom at its meeting of January 10 voted unanimously to put CIC 6 GE Application of Courses on Senate agenda. The Senate at its meeting of January 17 voted unanimously to approve CIC 6. Cal Caplan asked some questions about standardizing the reporting of GE course request which were answered by Jeff Seitz.

5. Subcommittee Reports.

   a. General Education Subcommittee – Murphy reported that the subcommittee has met twice and primarily been occupied with course reviews. At the next meeting the subcommittee will take up
the issue of prerequisites for upper division GE courses. The current policy is that students complete their lower division GE requirements before taking upper division GE courses, however in practice only the requirement that to have completed 90 units is enforced.

Murphy compiled and distributed first drafts of the GE and Social Responsibility rubrics being tested this quarter. Simons noted that the Social Responsibility rubric was incomplete. Thirty faculty are participating in the rubric pilot. Members of the Faculty Learning Community will gather feedback from the testers and revise the rubrics for a 2nd pilot during Spring Quarter. Murphy commented that if the feedback from faculty is that the rubrics don’t work, we may have to try other assessment methods. She will provide a data summary from the Winter Quarter pilot and the resulting rubric revisions to CIC in the spring.

Committee members discussed whether rubrics are needed and effective for student outcomes assessment. The resources required for ongoing outcomes assessment, efficient methods of assessment, and the loci of assessment mandates were also discussed.

Discussion of the rubrics will be on the February 6th CIC agenda.

b. Graduate Programs – Bellone reported that the subcommittee met on 11/22/06. Enrollment Services has a new graduate admissions team with specific expertise in processing graduate admissions

At its next meeting the subcommittee will consider a recommendation that faculty who are in FERP status serve on graduate thesis committees as members but not as committee chairs.

6. Application for New Major Program

M/S Stoper/Peng to approve new BA major in Biochemistry, P 7/0/0.

East Bay is the 1st CSU campus to have a BA in Biochemistry; the BA is less quantitative than the BS. No new resources are required for the major; after campus approval proposal will go to the chancellors office.

7. Course Applications for Upper Division GE

Area D4:
M/S Stoper/Rasmusson to approve GEOG 4430, P 7/0/1.

Cultural Groups & Women
M/S Rasmusson/Bhadury to approve GEOG 3200, P 9/0/0.
8. Approval of GE Outcomes

Upper division GE outcomes for Humanities & Oral Communication were (mistakenly) not approved by CIC; however courses have been approved for these outcomes.

a. M/S Stoper/Bhadury to approve A1 Oral Communication outcomes with editorial correction and without accompanying indicators, P 11/0/0.

b. M/S Stoper/Haddad to approve C4 Humanities outcomes amended to eliminate outcome #5, F 2/7/2.
   M/S Millstein/Seitz to Approve C4 Humanities outcomes, amended for clarity, P 11/0/0.


The committee discussed whether to recommend the review of degrees with fewer than 15 elective units, previous efforts to reduce overall degree units, and that an increase in elective units would reduce the number of major units. Members also discussed the difficulty some transfer students face, the need for accurate community college advising and the strategies departments use to assist students transferring a nigh number of units. The Committee decided that a limitation on course repetitions is best determined by the departments. The Committee also discussed the appropriate time to prompt students to declare a major and that mandatory degree audits require functional software for implementation. Discussion tabled until the next meeting.

10. Adjournment

Respectfully submitted,
Kyzyl Fenno-Smith

cc: Administrative Officers
College Deans
Department Chairs