CALIFORNIA STATE UNIVERSITY, EAST BAY 
COMMITTEE ON INSTRUCTION AND CURRICULUM

Minutes of the April 3, 2006 Meeting

Members Present: C. Bellone, J. Bhadury, K. Fenno-Smith, R. Harris, R. Millstein, S. Peng, X. Rasmussen, E. Stoper, J. Seitz (Chair), E. Wildy 

Members Absent: None 

Guests: David Woo, Sally Murphy, S. Motavalli, J. Norton 

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

1. Approval of the agenda 
Motion to change the order of certain agenda items to accommodate guests’ schedule. 
MSP (Stoper/ Fenno-Smith) to Approve 9-0-0

2. Approval of the minutes of the meetings of February 20 and March 6th 
Motion to approve the minutes of the meeting of February 20th 
MSP (Stoper/ Bhadury) to Approve 9-0-0

Motion to approve the minutes of the meeting of March 6th 
MSP (Stoper/ Bhadury) to Approve 9-0-0 

3. Request for approval of new minor in Early Childhood Education 
MSP (Stoper/ Fenno-Smith) 9-0-0 to Approve.

4. Request for approval of new option in Computer Engineering in B.S. in Engineering 
MSP (Fenno-Smith/ Stoper) 9-0-0 to Approve.

5. Chair’s Report 
Chair Seitz distributed a report prepared for the WASC visit about GE and assessment.

6. Report of the Associate Vice President, Academic Programs and Graduate Studies 
AVP Bellone reported that the Academic Senate unanimously passed CIC 12 Upper Division General Education application of courses at its meeting of March 7, 2006. Bellone also announced a Workshop on Assessing General Education Programs by Mary Allen on April 18, 2006 from noon to 2:00 p.m. in University Union Room 307ABC. This workshop is a result of a request from CIC for help with GE assessment. After discussion, CIC members decided that they would like to Dr. Allen to stay for a follow-up discussion with them on GE assessment from 2:00 p.m. to 3:00 p.m. An announcement of the Workshop has been sent to the campus community via email.
Bellone discussed the need to send a memo to the Chair of the Senate advising him of CIC’s actions on four of the CSU Facilitating Graduation initiatives it recently decided upon.

7. Subcommittee Reports
   a. General Education (G.E.)
   Murphy reported that the GE subcommittee met last week to review and approve courses. For the GE outcome evaluations, 36 faculty participated and most evaluation results have been returned. There are discussions among CIC members and Murphy about the process and procedure of the rubric. There are issues concerning the assessment quality, faculty burden, and required time or resource.

   b. Technology and Instruction Subcommittee
   Wildy suggested providing adequate training for faculty who are interested in using online teaching. Millstein indicated that some faculty have concerns about the rigor of online courses and whether or not online courses are suitable for commuter campuses such as CSUEB. Wildy explained that the TI Subcommittee recognized that faculty should not be forced to adopt online courses; both proponents and opponents of online course should be respected. Stoper suggested the TI Subcommittee should provide norms and guidelines for delivering online courses. Fenno-Smith explained the existing study and literature about online courses and suggested we identify good practices to facilitate instructional design of online courses. Seitz and other CIC members discussed the workload of online courses for both faculty and student. It was suggested that CIC deal with issues concerning online instruction directly.

8. Request for approval of new MS degree and new minor in Biostatistics
   Chair Norton of Statistics explained that the reason for the proposed change is a response to the job market. Stoper asked about required resources. Norton indicated that there are no new resources required because all resources will share with existing options. MSP (Bhadury/ Rasmussen) 9-0-0 to Approve.

9. Approval of Courses Submitted for Application to General Education
   GEOG 2301 to Area D1-3 – Lower Division Social Science
   MSP (Rasmussen/ Fenno-Smith) 9-0-0 to Approve.

   POSC 3410 to Area C4 – Upper Division Humanities
   MSP (Bhadury/ Peng) 9-0-0 to Approve.

   Bhadury moved all courses in Area D4 for approval:
   GEOG 3200
   HDEV 3800
   POSC 3204
   POSC 3222
   POSC 3333
   POSC 3340
   POSC 4171
   MSP (Bhadury/ Seitz) 9-0-0 to Approve.
10. Discussion of Assessment of GE Student Learning Outcomes (continued)
No discussion

11. Adjournment
MSP (Seitz/ Peng) 9-0-0 to Approve. The meeting adjourned at 4:30 pm.

Respectfully Submitted,

Steve Peng, Secretary