CALIFORNIA STATE UNIVERSITY, EAST BAY
COMMITTEE ON INSTRUCTION AND CURRICULUM

Meeting of April 16, 2007

M I N U T E S

Members Present: Carl Bellone, Steve Borish, Hongwei Du, Jennifer Eagan, Kyzyl Fenno-Smith, Jeffery Seitz, David Stronck,

Members Absent: Tom Cadwallader, Steve Peng, Erica Wildy, Meiling Wu, Denise Delumen-Wong, Student Academic Services, Vanessa Amos, Graduate Student Representative

Guests: Nan Chico, Sandra Ehrhorn, Roseanne Harris, Paul Hippolitas, Lora Lowman, Barbara Paige, Hank Reichman, Jean Wells

1 Approval of Agenda M/S/P  Seitz/Borish
   As amended.

2 Review of ES 2130 Ethnicity and Humor for GE, C 1-3
   Seitz/Fenno-Smith approved via email 7/0/0

   Chair Paige described the oral communication component of ES 2130.

3 Approval of CIC Minutes from January 22, February 5, February 19, and April 2, 2007

   1/22/07 approved as amended Borish/Du 4/0/2
   2/5/07 approved as amended Seitz/Borish 5/0/1
   2/19/07 approved as amended Seitz/Fenno-Smith 5/0/1
   4/2/07 approved as amended Seitz/Borish 6/0/0

4 Report from GE Subcommittee – No report.

   Bijan Gillani will replace Hongwei Du on the GE subcommittee.
5  Option Discontinuances – CBE

Fenno-Smith/Stronck passed  7/0/0

Three options in the College of Business were discontinued:
Executive Option in the MBA
Option in International Accounting in the MSBA
Option for Economics for Teachers in the MA in Economics

6  Request to Discontinue Joint Doctoral Program in Educational Leadership

Stronck/Steve passed  7/0/0

7  Continued Discussion of CIC 21 draft Timely Adoption of Textbooks and Course Readers

Seitz/Stronck passed  6/0/0

The draft Resolution passed at the April 4th CIC meeting, was returned by ExCom for reconsideration. ExCom felt that the Resolution did not actually set a policy per the Chancellor's Office directive.

The Committee discussed the draft of a revised policy presented by Chair Eagan. The new policy allows for late textbook orders if the faculty member requests an extension from and provides a justification to the Bookstore.

The Committee discussed whose responsibility it would be to provide readers in an accessible format. Wells suggested that electronic format should be the preferred format for course readers and textbooks. The Committee determined that the new policy allows for clean photocopies and other formats which can be readily converted to accessible format.

Reichman suggested amending the policy to state that all faculty, whether or not they are ordering materials from the University Bookstore, should inform the Bookstore of their intentions by the due date established by Academic Affairs.

8  Adjournment

Respectfully Submitted,
Kyzyl Fenno-Smith