Members Present: Carl Bellone, Tom Cadwallader, Hongwei Du, Jennifer Eagan, Steve Peng, Kyzyl Fenno-Smith, Jeffery Seitz, David Stronck, Erica Wildy, Meiling Wu

Members Absent: Denise Delumen-Wong, Student Academic Services, Vanessa Amos, Graduate Student Representative

Guests: Roseanne Harris, Sally Murphy, Evelyn Padua-Andrews, Glen Perry, Jeff Smurthwaite, Lee Thompson

The meeting was called to order at 2:50 p.m.

1. Approval of Agenda - approved as amended.

2. Approval of CIC Minutes from November 6, 2006 and January 8, January 22, February 5, February 19, March 5 2007.

Minutes of January 22, February 5, February 19, March 5, 2007 are to be approved over email; November 6, 2006, January 8, 2007, March 5, 2007, minutes approval postponed until the April 16th meeting.

3. Review of ES 2130 Ethnicity and Humor for GE, C 1-3
The Committee requested clarification of the oral communication component for this course.

4. Discussion of CIC 21 (draft)/ Resolution on Timely Adoption of Textbooks and Course Readers
M/S TC/SP 6/1/1 CIC12 passed as amended

The Committee discussed importance of providing accessible readers and textbooks to students. Members raised various concerns including: that the Bookstore shares legal liability with the University for providing accessible course materials in a timely manner; the cost of course materials to students; the duplication of materials already owned by the University through Library holdings; timeliness of bookstore orders and the effect of both faculty order submissions and delays in the Bookstore receiving stock of ordered textbooks
5. Presentation on CMS Faculty Module (Faculty Grading Updates, Advising, Advisor Request System, and Transfer Credit Business Practices), Jeff Smurthwaite and Glen Perry.

This second presentation to the Committee began with changes made to the Peoplesoft Grading system per feedback from committee and others on campus. Committee members had multiple suggestions regarding the grade submission features. The presenters had heard similar feedback from various Colleges & other faculty groups on campus; they want to prioritize the suggested changes as those needed before implementation and those which can be delayed until after implementation.

There was also an initial presentation on the Academic Advising components of Peoplesoft.


7. Discussion of Online Course Approval Processes – Carl Bellone

The new Senate-approved policy for online courses and degree programs is effective Fall 2008. Hospitality & Human Development will start offering online degrees in Fall 2007. These programs will request WASC approval of their degrees which are more than 50% online. Carl Bellone asked CIC if it would be reviewing these and other online courses & degrees being offered before Fall 2008.

CIC has not yet developed the approval criteria required by the Senate policy on online courses/programs. Tom Caldwallader stated that the intention of the Instruction and Technology Subcommittee, which drafted the policy, was not to require additional review of existing online courses/programs. The CIC agreed that new policy does not apply to existing programs courses.

8. Adjournment – 2:50

Respectfully submitted,
Kyzyl Fenno-Smith