Members Present:  Carl Bellone, Tom Cadwallader, Jennifer Eagan, Kyzyl Fenno-Smith, Steve Peng, Jeffery Seitz, Jeff Simons, Erica Wildy, Donna Wiley, Denise Wong

Members Absent:  Student Representatives (to be appointed), Roberta Millstein (to be replaced)

Guests:  Hank Reichman, Sally Murphy, Rosanne Harris

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

1. Election of Chair and Secretary
MSP Wiley/Cadwallader 9/0/0 to elect Jennifer Eagan as the Chair of CIC. Steve Peng and Kyzyl Fenno-Smith volunteered to be secretary during the Winter and Spring quarters, respectively. In the absence of an elected Secretary for the Fall quarter, Jeff Seitz volunteered to write the minutes for the meeting.

2. Approval of the Agenda – MSP Wiley/Fenno-Smith 9/0/0, to approve the proposed agenda.

3. Review of CIC Policies and Procedures – The Policies and Procedures For Committee Operation were distributed to members of the committee. Cadwallader noted that not all committee members positions are filled; student positions need to be filled. Reichman noted that the Roberta Millstein’s position (CLASS) will need to be filled since her separation from the university. In addition, Donna Wiley’s position (CBE) will need to be filled.

4. Nominations to Subcommittees
   * indicates CIC member in subcommittees

   Subcommittee on General Education
   MSP 9/0/0 GE Subcommittee nominations
   CLASS:  Jennifer Eagan, (need one more member)
   CBE:  need two members
   COS:  Saeid Motavalli, Jeffery Seitz*
   CEAS:  Michelle Collay, Rita Liberti
   LIB:  Kyzyl Fenno-Smith*
   UAC:  Mary Hubbins
   AVP IR&A:  Julia Norton
   GE Director:  Sally Murphy

   Critical Thinking Subcommittee
   Nominations to the Critical Thinking Subcommittee will be considered after solicitation of further nominations from other Colleges.
Subcommittee on Lifelong Understanding G.E. Requirement
Murphy indicated that there are very few course proposals for the Lifelong Understanding G.E. requirement.
MSP Seitz/Wiley 9/0/0 to transfer duties of the review of Lifelong Understanding course proposals for application to G.E. to the G.E. Subcommittee.

Subcommittee Cultural Groups/Women G.E. Requirement
MSP Simons/Peng 9/0/0 Cultural Groups/Women Subcommittee nominations
Ethnic Studies: Luz Calvo
Women’s Studies: Patricia Guthrie
CBE: Steve Peng*
COS: Renee Granados
CEAS: Linda Smetana
Presidential Appointee: Sally Murphy

Subcommittee on Writing Skills
MSP Wiley/Cadwallader 9/0/0 Writing Skills Subcommittee nominations
Director of Composition: Alison Warriner
Director of the Student Center for Academic Achievement: Emily Nye
Director of Testing Office: Jeanne Eckdahl
AVP Academic Programs and Graduate Studies: Carl Bellone*
CLASS: Tom Cadwallader*
CBE:
COS:
CEAS: Shira Lubliner

Subcommittee on Basic Skills Requirements Appeals
MSP Simons/Wildy 9/0/0 Basic Skills Requirements Appeals Subcommittee nominations
CBE: David St. Clair
Stevina Evuleocha
Stephen Schmanske
Harry Waters
(need one additional member)
CEAS: Jacki Anderson
Jack Davis
Katherine Reed
James Mitchell
Linda Smetana
CLASS: Marek Bielecki
Toni Fogarty
Sally Murphy
Efren Padilla
Subcommittee on Graduate Programs
Consideration of nominations to the Graduation Programs Subcommittee was deferred until the next meeting when additional nominees have been solicited.
CEAS: Valerie Helgren-Lempesis, Calvin Caplan
CBE: need at least two nominees
CLASS: need at least two nominees
COS: need at least two nominees
Enrollment Services: Annette Hoffman-Walker
AVP Academic Programs and Graduate Studies: Carl Bellone*

Subcommittee on Technology and Instruction
Hank Reichman indicated that he will be proposing to ExComm the formation of a Task Force to develop a policy on online instruction at CSUEB. He suggested that the proposed policy will be sent through FAC and CIC. Eagan requested that the Task Force consist of faculty with a diversity of opinions and experience with online instruction.

MSP Wildy/Fenno-Smith 9/0/0 Technology and Instruction Subcommittee nominations
CLASS: Tom Cadwallader
CBE: need at least one nominee
CEAS: Felipe Razo
COS: Erica Wildy
LIB: Tom Bickley

5. Review of GEOG 3115 and GEOG 3120 for GE Area B6
Seitz questioned whether the committee should consider the course proposals at the next meeting since they were only distributed at the current meeting. The general consensus was to consider the GE proposals. Eagan briefly reviewed the B6 student learning outcomes. Seitz questioned whether the course proposals adequately addressed/documented how the course will meet the advanced quantitative skills learning outcome. Fenno-Smith expressed comfort with the courses since Scott Stine adequately addressed issues in the G.E. subcommittee last year. Eagan indicated that accounts of what are proposed in G.E. course proposals should be trusted.

MSP Wiley/Cadwallader 8/1/0 to approve both courses.

Respectfully submitted,
Jeffery Seitz