1. Approval of Agenda for 12/01/08. MSP Bickley/Marsh 6/0/0

2. Declaration of Major:
Schneider introduced the topic as a representative of Planning and Enrollment Management. She noted that PEM was perfectly willing to contact students earlier regarding the declaration of a major, as suggested by Ex Com. Ex com suggested first contact at 90 units. Watnik noted that 90 units marked the beginning of Junior year and wondered if this was too aggressive for transfer students. Schneider confirmed that the letter that is simply brings it to the student's attention, and feels that it could not hurt to do so at an earlier stage of the degree. Tran also reminded the committee that students may easily change their major after declaration as well, and often do. Marsh suggested that if this letter is a matter of encouragement to declare a major, that students should be contacted in sophomore year at the latest. Watnik reiterated his point about transfer students. Schneider suggested that new students could be excluded from the mailing if 90 units seemed early. Woo noted again that this decision would be contingent on the tone of the letter. Ivey suggests that transfer students should indeed be at least thinking about major; Bickley agreed that new students should be included. Mitchell noted that the final product of this discussion would be a memo to declare this new policy. Schneider offered to send committee the letter that goes out for input in light of this new policy. Committee agreed this would be a good idea.

Motion to change the first contact to 90 units (including new students), second contact to 135 units. Mitchell will draft memo for review in Winter quarter. MSP Marsh/Bickley 8/0/0.

3. Approval of Minutes from 11/17/08. MSP Watnik/Tran 8/0/0

4. Report from Chair of CIC:
Mitchell reported on the discussion in Ex Com regarding the proposed Women Studies major, and CIC's role in the major being put forward to the Senate. The Chair noted that controversial issues regarding the proposed major, including most prominently to failure to consult other departments in the creation of an interdisciplinary major, were outside of
the purview of CIC. However, the Chair recommended that for proposals of any new program or new curriculum that the CIC ask the appropriate questions to make sure the appropriate departments and colleges were consulted. While the Chair noted that these check and balances should happen at the college level, it would be good policy to check at the CIC level. Committee agreed.

5. Report from Presidential Appointee:
Bellone offered a follow up report on Executive Order 1037, which the committee had discussed earlier in the quarter. Bellone noted that many others in the system had noted the vague language of the EO. He noted that this Order regarding academic renewal may reappear in CIC in a more specifically worded form later in the academic year.

6. Election of CIC Secretary for Winter 2009:
Peter Marsh volunteered for Spring 2009; committee unanimously approved.
Mitch Watnik volunteered for Winter 2009; committee unanimously approved.

7. New Course Request: GS 3000/McNair Scholars Seminar
MSP Mitchell/Ivey 8/0/0
Bellone gave background information on the McNair program. Course request reflects desire to get scholars to meet on a regular basis for discussions, guidance, etc. Cerutti and Mitchell shared their experiences with the program to give the committee a more specific idea of what the program offers. Watnik asked about the number of units where the maximum units exceeded the number of units that could count towards the degree. Ivey reported that the GE Subcommittee meeting approved 12 units to give students the wiggle room to take extra units for training and guidance. The McNair program may at times offer 2 unit courses for limited training and guidance; this way students could take GS 3000 for four units their Junior and Senior years, and also take advantage of these lighter unit incarnations of the course.

8. Adjournment.
MSP Tran/Woo 8/0/0.

Respectfully submitted,
Linda Ivey