

ICC Minutes for Tuesday December 5, 2017
NHE 106
9:00 a.m.

ICC Members Present:

Rosamel Benavides-Garb, Rock Braithwaite, , Mary Glenn, Carl Hansen, Chris Hopper, Dale Oliver, Clint Rebik, ~~Chris Hopper~~, Pascal Berrill, Gregg Gold, Heather Madar, Cindy Moyer, Bruce O’Gara, Anne Paulet, Jenni Robinson, Sarah Fay Philips, Jodie Slack, Rick Zechman,
GEAR: Deidre Pike (~~Mary Dingle~~ - Acting Chair) (~~Chris Harmon~~ – Chair, on leave)

APC: Kerri Malloy

Student(s): Tina Llopis

Minutes-taker: Tina Llopis

<p>1. Call for addition to the agenda</p>	<p>1. Call for addition to the agenda ICC Supplemental items for consideration</p>
<p>2. Approval of Minutes From November 28, 2017</p>	<p>2. Approval of Minutes Approved</p>
<p>3. Reports from the CDC, AMP, APC, and GEAR</p>	<p>3. Reports CDC: Will send information to Amy about new GE form and new SLO for adjustments to syllabi AMP: - Combined CD/SPED program, - Pause Button Discussion will be had APC: - Syllabi policy - Student Grievance GEAR: Start assessment on general ed courses, starting with 7 Upper Division GE instructors. Need more instructors from Upper Division Area B. Will be going over rubric for info/literacy. 12/13 NH106</p>
<p>4. Consent Calendar</p> <p>16-197 EDL 694 Elementary School Administration Fieldwork COURSE CHANGE The course code will change from S 25 to S 48 reflect the instructor workload.</p> <p>16-198 EDL 695 Secondary School Administrative Fieldwork COURSE CHANGE The course code will change from S 25 to S 48 to reflect the instructor workload.</p>	<p>4. Consent Calendar</p> <p>16-197 16-198 All items approved</p>

5. Voting Action Calendar

From CDC

I recommend approval of 16-141, 16-142, and 16-143, Greg Gold.

Overview: This 100 level area D course is a combined proposal consisting of 16-141, BA 201 (the Advocating for Sustainability course), 16-142 (the associated program change), and 16-143, BA 210D (the Advocating for Sustainability Additional Depth course). BA 201 and BA 201D are designed to be taken simultaneously for three WTU and one WTU respectively. These courses will double count (Area D, and Business), reducing student time to graduation for Business students. As this is an elective, it will not increase required units for the major.

I have spoken with the chair of business, Hari Sing and he assured me that the department has sufficient faculty and faculty interest to teach these courses.

The courses and the program change have the approval of the Business Department Chair, and the Dean of the College of Professional Studies.

16-141 * NOTE THAT A LD GE course should be 100-level.

BA 201 Advocating for Sustainability
NEW COURSE

BA 201 is designed to promote students advocating for an issue regarding sustainability that they are passionate about. The course GEAR matrix is consistent with Area D, and the goals of the course. The course syllabus references exams, journal entries, class activities, team work and advocacy which demonstrate sufficient academic rigor for a three WTU 100 level course.

16-142 Business (BA) PROGRAM CHANGE
This is the associated program change for curricular proposals 16-141 and 16-143.

5. Voting Action Calendar

All items approved to move forward

From CDC

- 16-141
- 16-142
- 16-143 (will not be GE)
- 16-217
- 17-008
- 17-009
- 17-071
- 17-080
- 17-083
- 17-148
- 17-049
- 17-050
- 17-051
- 17-054
- 17-055
- 17-058
- 17-090
- 17-091
- 17-095
- 17-096
- 17-097
- 17-098
- 17-099
- 17-100
- 17-101
- 17-102

*Jodie will reassign course numbers

No proposal from AMP at this time

16-143

BA 210D Advocating for Sustainability
Additional Depth NEW COURSE

BA 210D is a one unit course that is required to be taken simultaneously with BA 201. It requires student to evaluate a company's sustainability report, identify best practices, and provide recommendations on areas of improvement. The syllabus references readings, videos, analysis and reports which demonstrate sufficient academic rigor for a one WTU 100 level course.

16-217

This is a program change that accompanies a new course proposal: BA 222 Business Analytics. Business wishes to remove BA 494 Business & Society as an upper division core course, and instead require BA 222. As such, the overall number of units required for both transfer and HSU originating students will not change. The main topics of BS 494 (business ethics and regulation) will be covered in other courses such as the required BA 496 (Strategic Management). BA 222 Business Analytics engages students in computer game simulations in a competitive environment. Business has determined that this course will provide students with more analytical skills related to technology and data. Research and assessment data support the need for these skills.

I approve of this program change.
Gregg Gold

17-008

HIST 323: Gender and Sexuality in
East Asian History NEW COURSE
PROPOSAL

This new course will be added to the History major in the World Regions Area course list (see program change # 17-009). This course brings greater diversity to the world regions course list and will double count for DCG

non-domestic. This course was offered previously as a Special Topics course and attracted students within the History major and other majors like CRGS, International Studies and Anthropology.

Recommendation: Approve (J. Robinson)

17-009

History major PROGRAM CHANGE PROPOSAL
Add new course HIST 323: Gender & Sexuality in East Asian History (proposal # 17-008) to the History major under the World Regions Area course list. Does not increase overall units. Provides a new double counting opportunity for DCG non-domestic. The department feels the new course and this program change will provide an opportunity to broaden students' cultural experiences within the History major beyond Europe and the U.S.

Recommendation: Approve (J. Robinson)

17-071

ENGL 312 Rhetoric for Writers NEW COURSE PROPOSAL
This new 4-unit, C-5 course fills a gap in the curriculum, providing a survey of the rhetorical tradition tailored for the Writings Practices concentration and minor.

Recommend approval: Cindy

17-080

ENGL 313: Digital Rhetorics and Writing NEW COURSE PROPOSAL
This new 4-unit, C-5 course "Explores technology-mediated communication and rhetorics in information culture. Examine and apply rhetorical theory to multimodal texts. Exploration and production of web sites, interactive media, and digital presentations."
This course is being added to the Writing Studies Concentration to provide students more education in topics other than creative writing.

Recommend approval: Cindy

17-082

ENGL Writing Practices Minor PROGRAM CHANGE

Add ENGL 312: Rhetoric for Writers and ENGL 313: Digital Rhetorics and Writing to the list of approved courses for the minor. These two new courses are being added to increase the number of courses that deal with writing topics other than creative writing

Recommend approval: Cindy

17-083

English Program Writing Practices Concentration PROGRAM CHANGE

Add ENGL 312: Rhetoric for Writers and ENGL 313: Digital Rhetorics and Writing to the list of elective courses for the concentration. These two new courses are being added to increase the number of courses that deal with writing topics other than creative writing. These new courses are added to reflect current national trends in the field.

Recommend approval: Cindy

17-148

CHEM 321 Organic Chemistry COURSE CHANGE

This course change proposal is the companion to 17-049 CHEM 324L Organic Chemistry Lab I. This deals with the first semester of the one-year Organic Chemistry sequence. Currently Organic Chemistry I is a 5 unit combined lecture and lab course (CHEM 321). This proposal seeks to split the course into two independent courses, a three unit lecture course, CHEM 324 Organic Chemistry I, and a two unit lab course, CHEM 324L. This proposal is for the separate lecture course. This will allow students who have failed the lecture portion but passed the lab portion to retake the lecture without having to repeat the lab. This will open up seats in the lab, which are limited and often waitlisted. This proposal has been approved by the chair and the Dean.

17-049

CHEM 324L Organic Chemistry I Lab NEW COURSE

This new course proposal is the companion to 17-048 CHEM 321 Organic Chemistry I. This deals with the first semester of the one-year Organic Chemistry sequence . Currently Organic Chemistry Lab I is part of a 5 unit combined lecture and lab course (CHEM 321). This proposal seeks to split the course into two independent courses, a three unit lecture course, CHEM 324 Organic Chemistry I, and a two unit lab course, CHEM 324L. This proposal is for the separate lab course. This course will allow students who have failed the lecture portion but passed the lab portion to retake the lecture without having to repeat the lab. This will open up seats in the lab, which are limited and often waitlisted. This proposal has been approved by the chair and the Dean.

17-050

CHEM 322 Organic Chemistry COURSE CHANGE

This course change proposal is the companion to 17-051 CHEM 325L Organic Chemistry II Lab. This deals with the second semester of the one-year Organic Chemistry sequence. Currently the second semester of Organic Chemistry II is a 5 unit combined lecture and lab course (CHEM 322). This proposal seeks to split the course into two independent courses, a three unit lecture course, CHEM 325 Organic Chemistry II, and a two unit lab course, CHEM 325L. This proposal is for the separate lecture course. This will allow students who have failed the lecture portion but passed the lab portion to retake the lecture without having to repeat the lab. This will open up seats in the lab, which are limited and often waitlisted. This proposal has been approved by the chair and the Dean.

17-051

CHEM 325L Organic Chemistry II Lab NEW COURSE PROPOSAL

This new course proposal is the companion to 17-050 CHEM 325 Organic

Chemistry II. This deals with the second semester of the one-year Organic Chemistry sequence. Currently the second semester of Organic Chemistry II is a 5 unit combined lecture and lab course (CHEM 322). This proposal seeks to split the course into two independent courses, a three unit lecture course, CHEM 325 Organic Chemistry II, and a two unit lab course, CHEM 325L. This proposal is for the separate Lab course. This will allow students who have failed the lecture portion but passed the lab portion to retake the lecture without having to repeat the lab. This will open up seats in the lab, which are limited and often waitlisted. This proposal has been approved by the chair and the Dean.

17-054

CHEM 431 Biochemistry COURSE CHANGE

This course change proposal is the companion to 17-055 CHEM 434L Biochemistry Lab. This deals with the first semester of the one-year BioChemistry sequence. Currently the first semester of BioChemistry is a 5 unit combined lecture and lab course (CHEM 421). This proposal seeks to split the course into two independent courses, a three-unit lecture course, CHEM 434 BioChemistry, and a two-unit lab course, CHEM 434L. The numbering will need to be cleaned up. On the course change document and syllabus the course is referred to as 434, while the map and catalog copy refers to it as 431. This proposal is for the separate lecture section. This course has had a waitlist of graduating seniors. Many of these students are pre-med and can take the class without the lab. By splitting the course into a separate lecture and lab, it will allow a larger lecture with a smaller separate lab for those who need it. This should reduce time to graduation for a significant portion of students. This proposal has been approved by the chair and the Dean of chemistry. It has also been approved by the Biological Sciences Curriculum Committee and the Chair of Biology.

I approve this proposal assuming that the number of the course 434 will be updated on all documents.

17-055

**CHEM 434L Biochemistry I Lab NEW
COURSE PROPOSAL**

This new course proposal is the companion to 17-054 CHEM 434 Biochemistry I. This deals with the first semester of the one-year BioChemistry sequence. Currently the first semester of BioChemistry is a 5 unit combined lecture and lab course (CHEM 421). This proposal seeks to split the course into two independent courses, a three-unit lecture course, CHEM 434 BioChemistry I, and a two-unit lab course, CHEM 434L. Regarding the numbering the course change document and syllabus uses 434L, while the map and catalog copy refers to it as 431L which will need to be changed. This proposal is for the separate lab section. By splitting the course into a separate lecture and lab, it will allow a larger lecture with a smaller separate lab for those who need it. This should reduce time to graduation for a significant portion of students who do not need the lab for their major. This proposal has been approved by the chair and the Dean of chemistry. It has also been approved by the Biological Sciences Curriculum Committee and the Chair of Biology. I approve this proposal assuming that the number of the course, 434L, will be updated on all the documents.

17-058

**CHEM 438 Introductory Biochemistry
COURSE CHANGE**

This course change form accompanies course numbering changes to CHEM 328 which is changing to CHEM 228, and CHEM 322 which is changing to CHEM 325 Organic Chemistry II Lecture and CHEM 325L Organic Chemistry II Lab. Now the prerequisites for the course will be CHEM 228 (instead of CHEM 328) or CHEM 325 (instead of CHEM 322).

17-090

CHEM 435L Biochemistry II lab NEW COURSE PROPOSAL

This course change proposal is the companion to 17-091 CHEM 435L Biochemistry II. This deals with the lab portion of the second semester of the one-year BioChemistry sequence. Currently the second semester of BioChemistry is a 5 unit combined lecture and lab course (CHEM 432). This proposal seeks to split the course into two independent courses, a three-unit lecture course, CHEM 435 BioChemistry II, and this two-unit lab course, CHEM 435L. Regarding the numbering the the map and catalog copy refers to it as 432L which will need to be changed to 435L. This proposal is for the separate Lab section. By splitting the course into a separate lecture and lab, it will allow a larger lecture which has had a waitlist of graduation seniors who do not need the lab for their major. This will allow a smaller separate lab for those who do need it. This should reduce time to graduation for a significant portion of students who do not need the lab for their major. This proposal has been approved by the chair and the Dean of chemistry. It has also been approved by the Biological Sciences Curriculum Committee and the Chair of Biology. I approve this proposal assuming the number of the course, 435L, will be updated on all the documents.

17-091

CHEM 432 Biochemistry COURSE CHANGE

This course change proposal is the companion to 17-090 CHEM 435L Biochemistry II Lab. This deals with the lecture portion of the second semester of the one-year BioChemistry sequence. Currently the second semester of BioChemistry is a 5 unit combined lecture and lab course (CHEM 432). This proposal seeks to split the course into two independent courses, a three-unit lecture course, CHEM 435 BioChemistry II, and a two-unit lab course, CHEM 435L. Regarding the numbering the course change document uses 435L which will need to be changed to 435, while the map and

catalog copy refers to it as 432 which will need to be changed to 435 also. This proposal is for the separate Lecture section. By splitting the course into a separate lecture and lab, it will allow a larger lecture which has had a waitlist of graduation seniors who do not need the lab for their major. This will allow a smaller separate lab for those who do need it. This should reduce time to graduation for a significant portion of students who do not need the lab for their major. This proposal has been approved by the chair and the Dean of chemistry. It has also been approved by the Biological Sciences Curriculum Committee and the Chair of Biology. I approve this proposal assuming the number of the course, 435, will be updated on all the documents.

17-095

ZOOL BS PROGRAM CHANGE

This program change form is to accommodate Chemistry changing CHEM 328 Brief Organic Chemistry from an upper division course to CHEM 228 a lower division course. According, Zoology will now require students to take CHEM 228 instead of CHEM 328 which will no longer exist. The units required for the major will not change. The appropriate MAP and catalog copy has been submitted. The program change form has been signed by the Dean, but not the chair (which I assume is an oversight rather than a rather subtle passive aggressive protest).

I approve of this program change.

17-096

Chemistry Minor PROGRAM CHANGE

This is the program change form for the Chemistry minor is to accompany the course change forms for 17-048 CHEM 324 Organic Chemistry I; 17-049 CHEM 324L Organic Chemistry Lab I; 17-050 CHEM 325 Organic Chemistry II; 17-051 CHEM 325L Organic Chemistry II Lab; 17-054 CHEM 434 Biochemistry I; 17-055 CHEM 434L Biochemistry Lab I; 17-091 CHEM 432 Biochemistry II; 17-091 CHEM 435 Biochemistry II; 17-090

CHEM 435L BioChemistry II Lab. It also includes the removal of CHEM 328 and its replacement with CHEM 228 (which is being moved to lower division). The units required for the minor do not change. This program change was approved by both the Chair and the Dean.

These course changes will allow students who need to repeat the lecture portion of these courses to do so without having to repeat the lab. They will also allow those students who do not need the lab to only enroll in the lecture portion of these courses. It will also reduce the number of units that some students are required to take to complete their requirements. Since lab space is more constrained than lecture, it will open up the lecture to more students, reducing time to graduation.

I approve of this program change (assuming of course that proper numbering is applied to the map and catalog copy).

17-097

CHEM BA PROGRAM CHANGE

This is the program change form for the Chemistry BA to accompany course change forms for 17-048 CHEM 324 Organic Chemistry I; 17-049 CHEM 324L Organic Chemistry Lab I; 17-050 CHEM 325 Organic Chemistry II; 17-051 CHEM 325L Organic Chemistry II Lab; 17-054 CHEM 434 Biochemistry I; 17-055 CHEM 434L Biochemistry Lab I; 17-091 CHEM 435 Biochemistry II; 17-091 CHEM 435 Biochemistry II; 17-090 CHEM 435L BioChemistry II Lab. The units required for the major will not change. This program change was approved by both the Chair and the Dean.

These course changes will allow students who need to repeat the lecture portion of these courses to do so without having to repeat the lab. They will also allow those

students who do not need the lab to only enroll in the lecture portion of these courses. It will also reduce the number of units that some students are required to take to complete their requirements. Since lab space is more constrained than lecture, it will open up the lecture to more students, reducing time to graduation.

I approve of this program change and note that the proper course numbering has been applied to the map.

17-098

CHEM BS PROGRAM CHANGE

This is the program change form for the Chemistry BA to accompany course change forms for 17-048 CHEM 324 Organic Chemistry I; 17-049 CHEM 324L Organic Chemistry Lab I; 17-050 CHEM 325 Organic Chemistry II; 17-051 CHEM 325L Organic Chemistry II Lab; 17-054 CHEM 434 Biochemistry I; 17-055 CHEM 434L Biochemistry Lab I; 17-091 CHEM 435 Biochemistry II; 17-091 CHEM 435 Biochemistry II; 17-090 CHEM 435L BioChemistry II Lab. The units required for the major will not change. This program change was approved by both the Chair and the Dean.

These course changes will allow students who need to repeat the lecture portion of these courses to do so without having to repeat the lab. They will also allow those students who do not need the lab to only enroll in the lecture portion of these courses. It will also reduce the number of units that some students are required to take to complete their requirements. Since lab space is more constrained than lecture, it will open up the lecture to more students, reducing time to graduation.

I approve of this program change and note that the proper course numbering has been applied to the map.

17-099

CHEM BS Biochemistry concentration PROGRAM CHANGE

This is the program change form for

the Chemistry major with a concentration in Biochemistry to accompany course change forms for 17-048 CHEM 324 Organic Chemistry I; 17-049 CHEM 324L Organic Chemistry Lab I; 17-050 CHEM 325 Organic Chemistry II; 17-051 CHEM 325L Organic Chemistry II Lab; 17-054 CHEM 434 Biochemistry I; 17-055 CHEM 434L Biochemistry Lab I; 17-091 CHEM 435 Biochemistry II; 17-090 CHEM 435L Biochemistry II Lab. The unit count required for the major does not change. This program change was approved by both the Chair and the Dean.

These course changes will allow students who need to repeat the lecture portion of these courses to do so without having to repeat the lab. They will also allow those students who do not need the lab to only enroll in the lecture portion of these courses. It will also reduce the number of units that some students are required to take to complete their requirements. Since lab space is more constrained than lecture, it will open up the lecture to more students, reducing time to graduation.

I approve of this program change (assuming of course that proper numbering is applied to the map and catalog copy).

17-100

BOT BS PROGRAM CHANGE

This program change form is to accommodate Chemistry changing CHEM 328 Brief Organic Chemistry from an upper division course to CHEM 228 a lower division course. According, Botany will now require students to take CHEM 228 instead of CHEM 328 which will no longer exist. The units required for the major will not change. The appropriate MAP and catalog copy has been submitted. The program change form has been signed by the Dean, but not the chair (which I assume is an oversight, rather than simply neglecting to tend to one's own garden).

17-101

BIOL BS Concentration in Science Education PROGRAM CHANGE

This program change form is to accommodate Chemistry changing CHEM 328 Brief Organic Chemistry from an upper division course to CHEM 228 a lower division course. According, Biology with a Concentration in Science Education will now require students to take CHEM 228 instead of CHEM 328 which will no longer exist. The units required for the major will not change. The appropriate MAP and catalog copy has been submitted. The program change form has been signed by the Dean, and accompanied by additional documentation that shows the support of the Biology Chair and the Biology Sciences Curriculum Committee.

17-102

BIOL BS Concentration in Microbiology PROGRAM CHANGE

This program change form is to accommodate Chemistry changing CHEM 328 Brief Organic Chemistry from an upper division course to CHEM 228 a lower division course, and the addition of CHEM 434 Biochemistry I; 17-055 CHEM 434L Biochemistry Lab I; 17-091 CHEM 435 Biochemistry II; 17-090 CHEM 435L BioChemistry II Lab replacing the former integrated courses. According, Biology with a Concentration in Microbiology will now require students to take CHEM 228 instead of CHEM 328 which will no longer exist. It will also require CHEM 434 Biochemistry I; 17-055 CHEM 434L Biochemistry Lab I; 17-091 CHEM 435 Biochemistry II; 17-090 CHEM 435L BioChemistry II Lab. The units required for the major will not change. The appropriate MAP and catalog copy has been submitted. I note that the MAP and Catalog Copy also show that 17-048 CHEM 324 Organic Chemistry I; 17-049 CHEM 324L Organic Chemistry Lab I; 17-050 CHEM 325 Organic Chemistry II; 17-051 CHEM 325L Organic Chemistry II Lab as required. However this change is not reflected in the Program Change

<p>document. This appears to be an oversight than can easily be rectified. The program change form has been signed by the Dean, and accompanied by additional documentation that shows the support of the Biology Chair and the Biology Sciences Curriculum Committee.</p> <p>From AMP- No proposals at this time</p>	
<p>6. Information/ Discussion</p> <p>A. Final Consent Calendar For ICC by Email</p> <p>B. Hitting pause button on new GE course approval</p> <p>This is a second draft of the statement we discussed at our November 28 meeting.</p> <p>The Academic Master Planning Committee (AMP) has identified the development of a comprehensive management plan for the GEAR program as a primary task for 2018. This management plan will address assessment of student learning, resource allocation, governance, and the curriculum proposal and review processes. The purpose of this effort is to create a framework by which the GEAR curriculum is regularly examined relative to inclusive student success, alignment with CSU system-wide expectations (EO 1100), coherence of the student learning experience, and efficiency within academic affairs. AMP will not do this work alone, but will consult and coordinate with key constituencies, including the GEAR committee, The office of the Vice Provost, the ICC, the University Senate, The Course Offerings Group, Associated Students, College Deans, Department Chairs, and Faculty.</p> <p>While the management plan is developed, vetted, and prepared for implementation, the ICC will limit its review of proposals of new GEAR courses and proposals of new GEAR designations for existing courses. The ICC will review only those GEAR proposals submitted in 2018 which are explicitly supported by the appropriate Dean's office as necessary for improving inclusive student success. Therefore, departments interested in submitting GEAR curriculum proposals should work closely with their academic Dean to establish the rationale for the review and communicate that rationale via a memorandum signed by the Dean</p>	<p>6. Information and Discussion</p> <p>A. Please look for consent calendar by email on 12/8, if you have concerns, contact Dale Oliver by Monday, 12/11 at noon. Those items will be pulled and include in 1/17/18 ICC agenda. Items not removed will be forwarded to Senate during final exam week.</p> <p>B. - Suggestion to move 1st sentence of 2nd paragraph "While the management plan is developed, vetted, and prepared for implementation, the ICC will limit its review of proposals of new GEAR courses and proposals of new GEAR designations for existing courses." to position of the 2nd sentence of the 1st paragraph. - Suggestion to be more specific about dates on timeline.</p>

or Associate Dean.	
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<p>Between December 15 and January 15, Dale, Jodie, and others will process and review the Area E and Developmental Math curriculum forms, and detail the numerous small curricular actions required to implement the EO 1100- and EO 1110 – motivated changes. This package of proposals will come before the full ICC at our first meeting of the spring semester: Tuesday, January 17, 2018, 9 AM, NHE 106.</p>
