

# Minutes

## ICC Meeting

Tuesday, September 3, 2019

9 AM, NHE 106

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**ICC Members:** Ramesh Adhikari, Julie Alderson (Chair), Rosamel Benavides-Garb, ~~Taylor Bloodon~~, ~~Matthew Derrick~~, Gregg Gold, Carl Hansen, Kristin Hesse, Katia Karadjova, Lucy Kerhoulas, Steve Martin, Cindy Moyer, ~~Marissa O'Neill~~, Marissa Ramsier, ~~Clint Reik~~, Jenni Robinson, Rosemary Sherriff, Mary Sisay, Mark Wicklund, Rick Zechman

**GEAR:** John Steele

**APC:** Kerri Malloy

**Student:** Jeremiah Finley

## Agenda

### 1. Introductions

### 2. Reports from the Chairs

- Kerri: APC looked at the year ahead last week at their first meeting.
- John: GEAR has not met yet, meeting this Friday.
- Rosemary: CDC met to discuss workload after last week's ICC meeting. Conversations to continue.
- Julie for ICC: Lucy Kerhoulas will likely be replacing Bori Mazzag to serve on CDC (which is needed since Bori can't serve on CDC due to being on GEAR committee, per bylaws), to potentially be approved by Senate later today. If approved, Lucy will be serving until next faculty election in the spring.

### 3. Approval of the Minutes from August 27, 2019 (see attached)

- Need to mark Marissa Ramsier as absent at last week's meeting.

### 4. Consent Calendar

No items at this time

### 5. Voting Action Calendar

No items at this time

### 6. Discussion of *ICC Bylaws and Rules of Procedure* revision (see attached)

- **For next meeting:** review ICC Bylaws doc and the related resolution by next week's meeting, we'll have a discussion then on suggested changes. Target: Julie will bring to SenEx next Tuesday 3/10/19 afternoon after our meeting.
- Discussion of last April 2018 revisions: changes were based around GEAR and "narrowing the scope to a manageable workload". At the time, it was related to GEAR PLO assessment, and they had workload concerns due to lack of release time for committee members.
- Suggested changes for this year to consider:
  - Need to update position name of Associate Director of Assessment and assign to AMP.
  - Look at possibly assigning another person (or more) to CDC?

7. Discussion of Senate procedure re: *Program Review Self-Study Template* (see attached)

- *Note: our discussion is limited to how to "roll out" this document – we're **not** revising the document itself.*
- Julie will put together a resolution to discuss at our next ICC meeting next week.
- Associate Dean Rosamel was concerned about moving this template forward as an official policy, because this document is a work-in-progress, and formally approving it could make it difficult to change in the future.
  - In response: Vice Provost Mary we should send a simple policy statement to Senate, instead of a full template. To include: how often programs are reviewed, goal to make the review process less murky, as well as have evidence for WASC and ourselves about the quality & integrity of the work we do.

8. Discussion of subcommittee workload distribution (see attached *ICC proposals current distribution* document)

- **Decided to move the ANTH package to AMP**, give to a "shepherd" that isn't from ANTH.
- **CJS & SOC- where to route**, especially due to issue with wanting their own version of STAT 108.
  - Vice Provost Mary: wants to address directly with the Math Dept issues of student success.
  - Associate Dean Rick: Math is currently working on increasing student success, data is being collected regarding their most recent efforts. Analysis will follow.
  - Steve: raised the question PSYC 241 is a stat course taught by PSYC not math – how did they get around policy of Stats being taught by Math Dept? Jenni Robinson responded: PSYC 241 is not a GE course.

- Associate Dean Gregg Gold: provided more background on PSYC 241 – it doesn't replace STAT 108 as the course exists now.
- Jeremiah requested more info on assessing/improving student success in Math.
- **Suggestion:** invite Math Chair Bori Mazzag to ICC to discuss this at a future session.
- **Moving forward:** the CRIM/SOC package will stay with CDC, but we're tabling SOC 108 and its related proposals for now, and there will be some background work done in the meantime.
- **Questions about reviewing proposals with GE implications** (like PSYC 400 – proposal for changing from Area E to Upper Division Area D due to EO 1100). Further discussion will follow in CDC.
- **Action item: as ICC Chair, Julie will send email to departments about upcoming curriculum proposal deadlines.**

9. Break out into CDC (AMP does not meet)

**NEXT MEETING:** The ICC will meet on Tuesday, September 10<sup>th</sup>, 2019 at 9:00 am