

CAB MINUTES

March 15, 2013

SSC 122-124

1:00 - 3:00 PM

1:00-1:30 PM: Pathway Coordinators' exchange

Present: Kate McCarthy, Ryan Patten, Eugenie Rovai, Jessica Clark, Clarke Steinback, Bill Loker, Dennis Rothermel, Daniel Veidlinger, Sara Cooper, Tim Sistrunk, Jim Pushnik

1. Appointment of note-taker: Jessica Clark
2. Academy e-Learning: Sara Cooper and Ryan Patten reported some interest among Pathway faculty; the possibility of an extension of the deadline was discussed.
3. Outreach efforts: Several Coordinators have been conducting classroom visits and distributing Minor Declaration forms; they have seen the numbers of their declared Minors increase from Fall '12 to Spring '13. Fewer students have questions about GE and the Pathway system; many seem confident in their understanding of the new program. Having email addresses of Minors allows Coordinators to send "Welcome" emails with useful information about the Pathway.
4. Deadline for annual report: Kate McCarthy will be presenting to Senate on May 16, so Coordinator reports should be submitted by May 1.
5. Pathway faculty meetings: How do we get faculty to attend? Social invitations have not have much luck; suggestions included making the meetings business-focused, perhaps having brown-bag lunches, timing them during the CELT conference, and involving Chairs or suggesting that if a faculty member cannot make it s/he should send a substitute.
6. Elections for new Coordinators to be held in April: FS, H&W, GB&I, GD, STV
7. Bill Loker previewed the committee on an initiative underway by Thia Wolf: a pilot program with Foundations faculty (mostly Area A), giving students 6 units scheduled Friday evenings and Saturday mornings. There is talk of "block scheduling" for incoming freshmen (determining their schedules for them) in conjunction with 4-year graduation initiatives. This is in response to concerns that students are not completing their Lower-Division GE in a timely manner, and that there is a dearth of seats in some areas (such as Area B; see further below, Full CAB Item 4).

1:30 PM: Full CAB

Present: Above plus Kim DuFour, Kara Maas, Holly Soldavini, Charlene Armitage, Brooke Myrman

1. Appointment of note-taker: Jessica Clark, Brooke Myrman
2. Announcements and emergent issues:
 - a. Welcome Eugenie Rovai: New Coordinator for Great Book and Ideas
3. Approval of 3/1/13 minutes: approved
4. Enrollment report: Kim Dufour
 - a. Updated "Student Enrollment & Updated Seats" handout-after census
 - i. Areas C, D, and E still have seats available in every row or column
 - ii. Upper Division:

1. Mostly full, open seat numbers probably caused by students dropping late
 2. Could be due to lack of choices
 3. Kim cannot find what the need is for each class within the pathway because system will not show students by pathway
 - iii. Area A seats available are very few
 - b. "Current Students" handout: current students at Chico state still in need of a requirement
 - i. Area A, B, and American Institutions requirements
 - ii. There is a small population of students with paper records (completed coursework before '93)
 - iii. Some engineering and sciences majors do not take GE requirements until end of coursework
 - iv. Total demand versus seats offered:
 1. Written communication is doing the best since they have the lowest number of current students who still need the requirement
 - v. Sciences are projected high because include course substitutions
 1. Life sciences is impacted because they all include labs
 2. CSU only requires one but our science department wants to keep the two lab requirement
 3. Students often go take a lecture class at a community college to fulfill requirement
 - vi. Very concerned about number of students without US diversity courses
 - vii. There are only 709 lower division WI seats left for Fall (200 come from UNIV 105)
 - c. There remains a need for more USD and WI seats. Next semester (Fall '13), there are currently scheduled 197 WIs and 217 WI/Capstones. This is an improvement over this year.
5. Subcommittee reports
- a. Communications: Met to discuss website, and updating what information appears on the main GE page, in order to make it most useful to faculty and students
 - b. Assessment: Awaiting re-scoring of some writing samples.
 - c. Writing intensives: n/a (but see Items 6 and 10 below)
 - d. Substitutions/Curriculum changes: n/a (but see Items 7-10 below)
6. WI phase-in plan for AY 2013-14 and communication to chairs/deans:
 In AY 12-13, departments needed to offer one WI section one out of two semesters for Lower-Division classes; Upper-Division WIs did not need to be offered. Approved phase-in plan for 2013-14: all LD WI courses must have a section in both semesters, but UD WI courses need only offer a WI section in either Fall or Spring. Kate McCarthy will be sending an email to Chairs and Deans with that information, as well as information about the new EM language, the cap, and the non-GE WI substitution process.
7. POLS 112 and POLS 250: Seeking USD status (attached): Approved pending revision of catalog descriptions to include explicit references to U.S. Diversity.
8. HIST/MEST 363: Seeking GC status (attached): Approved
9. HUMN 222: Seeking approval as C1 course in Great Books and Ideas and Writing Intensive status (attached): Approved GE, C1, GB&I, WI pending submission of a revised syllabus that better reflects the course's status as WI.
10. Other: Kara Maas introduced a draft form for the WI Substitution process. All sections of the class must be taught as WI; EM 10-01 caps apply. Departments may wish to consider restricting enrollment to their

majors. These courses will have an “I” designation. The deadlines will be the same as for the Capstone Substitution process (early Fall).

Reminder: Next meeting is Friday, 3/29 in Kendall 207-209 (Coordinators 1:00, full CAB 1:30)

Adjourned: 3:01 pm