

CAB Meeting Minutes, 11/4/13
SSC 122
10 AM – 11:15 AM

Present: Kate McCarthy, Kara Mass, Holly Soldavini, Jason Clower, John Mahoney, Brooke Myrman, Laird Easton, Baohui Song, Jodi Shepherd, Kent Sandoe, Bill Loker, Tony Waters, Jim Pushnik, Julie Holland, Jacque Chase, Kim DuFour, Diana Flannery, LaDona Knigge

1. Appointment of note-taker: Brooke Myrman and Jason Clower
2. Announcements
 - a. New CAB member: Stewart Oakley, representative for the College of Engineering, Computer Science, and Construction Management
 - b. Chico Great Debate was 11/1; Town Hall Meeting will be 11/14
 - c. Debate between historians and philosophers will be on Tuesday, 11/5 in PAC 134 at 7:30
3. Approval of 10/21/13 minutes
 - a. Item 6: Curriculum
 - i. Bullet number two: motion had a “pending” clause
 - ii. Bullet number three: Add the word democratic
 1. “develop an inclusive (democratic) process”
 - b. Minutes approved including changes above
4. Pathway Updates
 - a. Kate is putting together a showcase of work done in UD Diversity Studies courses
 - b. Jacque submitted a proposal to This Way to Sustainability
 - c. Coordinators should continue reaching out to faculty who teach capstone classes; pull together various disciplinary strands
 - d. Why do we have capstones?
 - i. Effective in GE: Create high impact experiences, allow students to produce work of significance
 - e. Jacque experiencing more students than ever not meeting units for all of education
 - i. Could be an issue in low-unit majors
 - ii. Degree progress reports list number of units needed to graduate
 - f. Some students are unable to get into HIST 341 (only one person can teach the course)
 - g. Coordinators should be tracking advising (this will help with year-end reporting)
 - h. Jason: How strict should we be with substitutions?
 - i. Should we only substitute if the course will prohibit the student from graduating on time?
 - ii. Make a rough evaluation: Class level, transfers
 1. Juniors and seniors started in themes, freshmen and sophomores started in the pathways (more leniency with seniors)
 2. Transfers start fresh in the pathway because they do not come in with any Upper Division courses

- iii. Courses need to be comparable in area, Upper Division level, and have relevance to the pathway concept
- 5. WI Update: demand, supply, strategies
 - a. WI Demand Chart: projecting demand once program is fully implemented (class caps at 30)
 - i. Need 170 WI sections per semester
 - 1. 40 are already offered as A2s; demand is 130 sections of non -A2 WIs
 - ii. Spring '13 we are offering 56 sections of non-A2 WIs (short 74 sections)
 - b. We are still in a phase in year; Upper Division WI classes are only required once a year (23 sections now, 46 sections if offered in both semesters)
 - c. Not yet accounting for substitutions: 16 WI course substitutions, 30 capstone substitutions
 - d. Many colleges are consumers of GE
 - i. College of Business is looking into BADM 300 (WP course) as a WI substitution
 - ii. Encouraging NSCI B2 classes to apply as WI
 - e. Discussion occurred at the 10/21/13 meeting: suggestion of declaring all WP courses as WI
 - i. Kate not inclined to do this; would compromise commitment to four WI classes
 - ii. Laird: could loosen up the GE program and cap WI classes at 50 rather than 30
 - 1. 50 students in WI would be difficult for faculty
 - iii. Bill: should distribute WI classes over colleges
 - iv. University writing committee could develop ways for students to demonstrate writing competencies - would not need to take more WI classes
 - f. Overall goal is to ensure students are leaving as good writers; career center feedback is that students are not strong writers
- 6. Subcommittee reports
 - a. Assessment:
 - i. Planning some form of assessment of oral presentations to occur in spring
 - ii. Diversity Think Tank met
 - iii. Active inquiry Think Tank met: will be interviewing faculty
 - iv. December 2nd: deadline for coordinators to read papers for WI assessments
 - v. Student learning center help for students with stage fright
 - 1. No direct tutoring, but they offer workshops they can attend or watch online
 - b. Substitutions/Curriculum Changes
 - i. Trying to schedule a meeting
 - c. Writing Intensives:
 - i. Small committee is meeting to discuss issues with study abroad students
 - ii. We should continue to take substitution applications on an ongoing basis; have a more open policy as long as people are aware of catalog deadlines; include "deadline was" on website
- 7. Action Item: Application for Capstone status: HIST/MEST 362

- a. Adequate writing and oral presentation opportunities; numerous opportunities to write
 - b. Motion to approve
 - c. Approved as capstone
8. Action Item: Application for Global Cultures status: HIST 105
- a. Global in nature, includes environments and attitudes from many cultures
 - b. This is an opportunity to use a “slash”
 - i. HIST 105 and 106 used to be slashed, 106 is no longer offered
 - c. Approved as Global Cultures status
9. Other
- a. AS representative had asked that we look into the lab requirement in B1 and B2 classes; two lab requirements are difficult to schedule
 - i. The EM states B1 and B2 classes shall have lab components
 - ii. CSU requires one lab; CSU Chico requires that our sciences have labs
 - b. Discussion to address shortage of USD courses in GE Program
 - i. Students need to meet one course requirement; USD courses address aspects of diversity in the US
 - ii. Current lack of USD offerings
 - 1. Kate went through GE and looked at courses that appeared to be good candidates; would like to streamline process for these classes to be considered as USD courses
 - iii. Prior to registration there were 5,758 students who need to fulfill their USD requirement; want to alleviate burden on students
 - 1. Diana: HCSV 370 would help with a large number of students; would be worthy of making an effort to modify the class if it is not yet fitting of USD
 - 2. Diana at least wants the syllabus for the classes before making any decisions
 - 3. Could we go to the chairs with these courses and ask for them to submit courses and USD paperwork?
 - iv. Motion: CAB committee to request syllabi from instructors or chairs for review by curriculum changes subcommittee
 - v. Motion: add PHIL 339 to the short list
 - vi. Jason: requests that additions to the list come in by Friday of this week
 - vii. Motion: Curriculum changes subcommittee is tasked with expanding the list and addressing chairs to request syllabi for cab to review and grant streamlined USD status for the 15-16 catalog
 - 1. Approved, 1 abstention
 - 2. College representatives can look at college offerings and make recommendations
 - 3. Courses: cannot be GC and USD; does not have to be in GE; can be capstones
10. Adjourned at 11:15 am