CBE College Curriculum Committee

Meeting Minutes

March 15, 2019 - 10:00 am - VBT 458

In Attendance: Yi He, Ryan Lampe, John Tan, Rajan Selvarajan, Sandy Luong, Eric Fricke

1) Yes-4, No-0 to approve the agenda for March 15, 2019.

2) Yes-4, No-0 to approve the meeting minutes from February 15, 2019.

3) Yes-4, No-0 to pass special topics course modification for Econ 497 and MGMT 400.

   Only corrections: want the courses to be repeatable

   Why MGMT 400, when we have MGMT 497? Separate concentrations? Email Vish about this for clarification.
   HR/Operations/Strategy doesn't have own prefix but needs own prefix; ITM has own prefix.

   Next year: Might have proposal to get entrepreneurship (ENTR) prefix back again
   Right now entrepreneurship is under marketing prefix

4) Yes-4, No-0 to approve Five Year Assessment Schedule Change for AoL.

   Schedule change to assessment schedule: 2nd round of assessment with additional year gives more time to close loop in between assessments.
   Does not change what we are currently doing, it just changes how often we're doing it.

   2021-2022: next assessment year for AACSB

   Schedule change is approved by program directors (BSBA, MBA - still awaiting approval, MSA, and MSBA)
After schedule change approved across the programs, in next CBE college-wide meeting we will need to tell everyone about AoL updates.

AACSB requires the annual report to get posted on internet every year (still needs to get posted*)

Gray area - terms of frequency rounds in every 5 year review cycle
If we spend more time on closing loop action items, we have a better position

Check in with faculty in a year or two from now to ensure faculty are closing the loops

How do we prove action items were done?
  - Through reports, syllabi
  - Through AoL documentation which is done by Sandy

Which form shows who was assigned something and who followed up on it? - The Closing the Loop Form

5) 4 Year Assessment Result

Presentation slides made to easily share results; only informational, no vote needed by the curriculum committee.

How will this information help us in the next step? What do we want to actually look at and assess?

Assessment tool may be too specific to Econ course - can broaden to have a better measurement. When it comes to assessment aspect, Econ faculty did well to fit Econ rubric. Modify rubric itself to make it more applicable to BSBA program rather than just Econ.

Students have to take english test (WST) before graduating, why don’t they have to take a math test?

Idea floated around in the past of having a math boot camp before orientation; never made a definitive decision on that

Written Communications/MBA: First time we have data on all CSUEB campuses - all n values have gone up (faculty). All based on written assignments (case studies).

Hayward - faculty volunteers assessed students’ papers
San Ramon/Oakland - faculty assessed own students’ papers (possible bias?)
Conclusion: We have to assess papers same way across different campuses

**Next step:** assessment results need to be shared during program committee meetings - discuss results among faculty - then goes back to curriculum committee.

Report will be uploaded on website after program committee looks at it; probably at end of Spring 2019 semester

6) **Meeting Adjourned**