



COMMITTEE ON ACADEMIC PLANNING AND REVIEW

November 16, 2012

TO: The Executive Committee

FROM: The Committee on Academic Planning and Review (CAPR)

SUBJECT: 12-13 CAPR 7: Proposed changes to Committee on Academic Planning and Review Policies and Procedures for Committee Operation and University Bylaws

PURPOSE: Action by the Senate

ACTION REQUESTED: That the Academic Senate approve sending the proposed changes of the CAPR Policies and Procedures and the University Bylaws to a faculty vote

BACKGROUND:

At the November 15 CAPR meeting, CAPR unanimously approved two changes to the Policies and Procedures; these changes would then need to be made to the University Bylaws. CAPR asks for approval of the language and permission to submit the changes to the Academic Senate and the faculty for a vote of approval.

The first recommended change adds language regarding annual academic reviews that CAPR currently reviews, but has not been reflected in the Policy & Procedures or University Bylaws.

Article XVII, Section 2, A.2 Bylaws addition of language in **red text: 2) To review each existing academic program's annual report, and to perform a full Program Review** ~~To evaluate each existing academic program~~ at intervals not to exceed five years, **except as modified for outside accredited programs**, and to recommend for each program reviewed, within eighteen months of the initiation of the review, one of the following: continuation without modification, continuation with specified modifications, continuation with monitoring by CAPR for a time to be specified, or discontinuance;

The second change addresses CAPR membership. The Associate Vice President of Academic Programs and Graduate Studies, according to the bylaws, has been designated a member of CAPR. For the past three years, the AVP APGS has sent a designee to represent the APGS office as other position duties have made it impossible to participate in all CAPR meetings. CAPR has benefited from having both APGS represented as well as Institutional Research (currently In addition, CAPR benefits from having Institutional Research at the table, most recently as the Presidential Appointee, and an APGS person.

The existing membership, as stated in Article XVII, Section 2, C.4 of the CSUEB Bylaws, follows below. CAPR's recommendation for revising the membership is noted in **red text:**

C. The membership of the Committee on Academic Planning and Review shall be:

- 1) Eight (8) members of the Colleges of the University;
- 2) One (1) appointee of the President of the University;
- 3) One (1) representative of the Library;
- 4) The Associate Vice President, Academic Programs and Graduate Studies **or designee**;
- 5) One (1) representative of the Student Services Electorate; and
- 6) Two (2) members of the student body of the University.

At its meeting on November 15, 2012, CAPR voted unanimously in favor of sending the above Bylaws change to a vote of the entire faculty. If passed, the new policy & procedure changes would go into effect with the 2013-2014 Academic Year.

Vote:

Yes: 10

No: 0

Abs: 0