

California State University, East Bay
Committee on Academic Planning & Review
Meeting Minutes
Thursday, February 16, 2012

Attending: Michael Lee (Chair), Sharon Green (Secretary), David Bowen, Luz Calvo, Chris Chamberlain, Dana Edwards, Caron Inouye, Amber Machamer, Sam Tran, Donna Wiley, Jiming Wu.

Members Absent: Julie Beck

Guests in Attendance: Jiansheng Guo, Interim Associate Dean CLASS; Rafael Hernandez, Chair Department of Music; Carlos Salomon, Program Director Latin American Studies.

1. Introductions
2. Chair Lee called the meeting to order at 2:00 p.m. and requested approval of the agenda.
 - a. Approval of the Agenda with modifications to meet visitors' scheduling requirements: New Business 8a. Five Year Review of Latin American Studies BA and 8c. Five-Year Review of Music BA-MA moved ahead of 3. Approval of the Minutes and Reports.
3. New Business
 - a. Chair Lee introduced Carlos Salomon, Program Director of the Latin American Studies Program. Chair Salomon provided a history of the Latin American Studies Program, including work done to increase the number of students, predominantly students with minors. Students focus on elements of experience of Latin Americans in the United States, many of them with majors in other areas. Latin American Studies has been hurt in part by loss of faculty (Portuguese) in the Modern Languages. Dr. Steven Lewis, the program's outside reviewer from CSU Chico, recommended increased focus on Latin America and adding new faculty members. The 5-Year Review recommended changes in the curriculum and connecting students with community experiences. Liaison Bowen: The program provided a good report. The summary statistics of student learning outcomes provided a good representation of what they are and how they are measured, but no data was provided indicating measurement of outcomes. Director Salomon: There was a plan, but assigned time to collect data was taken away. Liaison Bowen: Will the assessment plan still be in effect with the potential changes in the status of the program (i.e. suggestions that it be incorporated into Ethnic Studies)? Director Salomon: If this suggested change goes into effect, proposals put

forward in the 5-Year Plan will no longer be valid. He intends to develop a list of electives that will allow students to take classes outside the program. Liaison Bowen: So the idea is that in future, LAST courses may be offered through Ethnic Studies? Director Salomon: Yes. Liaison Bowen: For the minors in Latina and Latino American Studies, do you know what their majors are? Director Salomon: They're all over the map, including students with business/marketing majors and Spanish. Wiley: There is a proposal being developed to make the major become part of Ethic Studies? Will you encourage study abroad in Latin America? Salomon: Yes, the idea is for new majors in this subject area to be in Ethnic Studies rather than through an independent interdisciplinary program (i.e. LAST), and we absolutely encourage study abroad. Students have studied abroad in Mexico and we have led a trip to Venezuela. Chair Lee: When you're reformulating the major/minor, you should include core/elective classes that can be met by study abroad programs using courses and units transferred through the CSU. The more places that Study Abroad can be integrated seamlessly in to programs, the better. Liaison Bowen: We usually ask programs to indicate needed resources, but not sure what to do in this case if the expectation is for LAST to be incorporated into Ethnic Studies (although CAPR has not been asked to approve a proposal to this effect). Chair Lee: We should write the report based on the 5-Year Review submitted since we have received nothing official documenting the changes we have discussed at this meeting; if asked to approve such a move, we should need to write a special report linking any approval to the five-year review of LAST. Calvo: We will be doing a significant overhaul of the major, and will be submitting paperwork to request changes. Wiley: Option modification paperwork? Calvo: Not clear what is required. Chair Lee: Write the report as if the program is continuing, as we have not seen the paperwork. Wiley: What resources might the program need as part of a larger department – would they be similar to those needed by LAST as is? Director Salomon: Another faculty member who focuses on transnational issues. Liaison Bowen: Reviewer said that a Brazilian specialist is desperately needed. Chair Lee: Proceed with writing of recommendations as if the program were continuing.

- b. Chair Lee Introduced Rafael Hernandez, Chair of the Music Department. Chair Hernandez reported that the Music Department is not sure how to interpret the reaccreditation documents received in the Fall of 2011. The Department has not received documents that state clearly what the status of the program is. The program is under review with the accreditor. Chair Lee: What is confusing is that when programs are accredited, CAPR reads the accreditor's paperwork and responds to that. Unaccredited programs have to go through the full-

blown internal review process. Options include delaying the review or going through the Chair's report on the 5-Year Review and filing it away to use at a later date as and when the official accreditation is forthcoming. Bowen: We're all here so let's hear the report. Chair Hernandez: The Department is reviewing and tweaking the BA program, but there have been no pedagogic changes. When new faculty came on board, they looked at the BA with new eyes. Current BM (Bachelor of Music) is considered a professional degree with upper division tracks or options. The BA is a broader degree, although it varies across the CSU system. The BA with options is considered a more professional focus. The meaningful difference for CSUEB is paring down the BA for students who want to focus on music but who don't anticipate careers in music or graduate school. A credential is the entry point for some students who want to teach. The BA/BM discussion has been the primary focus for faculty in the program. The challenge is leading the program so that it counter balances a low aggregate SFR and high cost. Issues to be considered include the optimal SFR relative to the size of the institution and the realistic options for defining the program as a BA with options vs. a BM. Applied lessons have low units for students and high workload for faculty. Wiley: Is it the case that the current BA is almost equivalent to a BM? What is the difference? Chair Hernandez: Two courses. We have defined overlap between the areas to address teaching load differences. Chair Lee: What does the accrediting body want the Music Department to do? Chair Hernandez: The accrediting body wants the Music Department to clarify what the program intends to do in relationship to the two paths for the students. Best option: keep the BA and create options. Other CSUs have taken this path. Chair Lee: Are you assuming that accreditation will be forthcoming? Chair Hernandez: We are confident that the program is on its way to accreditation. Chair Lee: Proceed assuming that the program is on its way to receiving a positive accreditation. Liaison Edwards: Are you hoping to have the BM approved this year? What are the prospects? Chair Hernandez: Not good in the present environment, but we can only do so much. Plans to create the BM are ready for review with the Dean. Liaison Edwards: Currently there are 6 tenure track positions for several programs. Do you plan to request new faculty? Chair Hernandez: Requests have been put forward. Liaison Edwards: There have been drastic reductions in the number of faculty. What has been the impact? Chair Hernandez: The biggest number of students that this program has had is 350. CSUEB does not have a program that serves as many students as CSU Northridge. Having professional adjuncts teaching provides more flexibility. Liaison Edwards: One of the stated goals is to increase the

number of students. Chair Hernandez: Currently we have 160 majors. There are plans to increase the number of students with international students from South China. This program is not set up to accommodate a larger number of students. The number of domestic students is on the rise. There could be growth, but the program will be losing faculty. This has impact on the degree revisions. Liaison Edwards: One point that was made in the last review was reconstitution of the University Orchestra. What is the status of this? Chair Hernandez: There is a significant loss of experience for students when there is not an orchestra. One way to make this happen is to have a mixed group of students and community members. The number of string players is increasing. We need a full time faculty member to recruit (string players). This is not workload that can be put on part-time faculty members. Liaison Edwards: Noted the loss of associations with Bay CMBA and festivals because of lack of venue resulting from the high rental rates by the University. Chair Hernandez: Experience with those who deal with rental of facilities to the public has been overwhelmingly negative. CSUEB recruits students from middle schools. When young students are on the campus playing music, it makes a positive impression on them, and they are more likely to come to campus. Wiley: You might want to address this again with new leadership. Liaison Edwards: On the topic of outreach, there is an impressive number of associations that faculty belong to. Chair Hernandez: Faculty members are dedicated, and have a passion for what they're doing with the students. CSUEB students are afforded a fantastic music education. Liaison Edwards: CTC Credential for students that want to go on to be teachers--what is the status of this? Chair Hernandez: One of the full-time faculty members is working on documentation for renewal of accreditation, which lapsed in 2008, waiver for the CCET. Chair Lee: You need to highlight for the Senate what we should expect from the program to meet its objectives. If there is additional information to be included in the report, send it along. Next year CAPR will pick this up again if Music is accredited. Chair Hernandez: That is appropriate: we are not likely to get a response from accreditors this academic year.

4. Approval of the minutes 2/2/2012 (Chamberlain/Bowen/Wiley abstained):
 - a. Amendments: 9c: remove Iran; accessed through VA Hospitals; two programs, statistics and biostatistics.
5. Report from the Chair: Posted to Sharepoint. Reported on status of Environmental Science's Five Year Review. Liaison Chamberlain reported that Chair Seitz communicated that he sent a memo to the Academic Senate but that it was not received. Chair Lee will contact Chair Seitz and inform

him of the March 1st CAPR meeting and that the Environmental Science program will be on the agenda.

6. No Report from Presidential Appointee.
7. Report of the APGS Appointee: It will be necessary to address the language of SB 1440 (the STAR requirements).
8. New Business
 - a. Chair Lee showed proposed modifications to the Academic Program Review Procedures to address SB 1440 (The STAR Requirements). Changes proposed capture language to bring CAPR documents in line with SB 1440. Reviewed language changes under Section 2.6. Wiley: Would we want to know what the steps would be if programs are not in line. Bowen: Modify language to indicate how changes comply with the requirements. Chair Lee: suggest "Discuss how any changes in a program's curriculum comply with SB 1440". Brought similar language in the document in to alignment. Motion: Approve proposed changes to Academic Program Review Procedures and forward the documents to ExComm (Chamberlain/Wiley). Friendly amendment: add "Curriculum" to any instance of Transfer Model. Unanimously passed.
9. No other business
10. Adjournment
 - a. Meeting was adjourned at 3:50 p.m. (Chamberlain/ Wiley).

Minutes submitted:
Sharon Green, CAPR Secretary