

California State University, East Bay
Committee on Academic Planning & Review
Approved Meeting Minutes
Thursday, February 21, 2013

Attending: John Eros (Acting Chair), Dana Edwards, Sharon Green (Acting Secretary), Caron Inouye, Amber Machamer, Saeid Motavalli, Donna Wiley

Members Absent: Mavis Braxton, Chris Chamberlain, Xeno Rasmusson, Glen Taylor

Guests in Attendance: Endre Branstad (Ass. Senate Coordinator), Julie Marty-Pearson, Mitch Watnik (Senate Chair), Sophie Rollins

1. Introductions
2. John Eros, serving as Chair in Chamberlain's absence, called the meeting to order at 2:12 p.m. and called for approval of the Agenda. Approval of the Agenda (Green/Motavalli).
 - a. Amendment: Adding Old Business c. CAPR 10
 - b. Approval of the Minutes from 2/07/13
 - c. Amendments
 - i. Correct in Guests: Fogarty Fogarty
 - ii. Report of the Chair 4: is concerned...Edwards said: the request seems relevant to faculty governance concerns.
 - iii. 4 a 2: Member of FDEC rather than DELO.
3. Report of the Chair
 - a. Acting Chair Eros shared Chair Chamberlain's report on CAPR 11, self-support program in M.S. Accounting. Watnik reported that the Senate did not refer this back to CAPR but rather to the Accounting Department to answer. The Provost made recommendations about workload, stateside vs. self-support, and cost of self-support. Wiley stated her objection to good proposals being blocked in the midst of a much needed larger discussion of the balance of state-side and self-support programs, saying that we need to respond to these programs. Machamer inquired about the appropriate body for the discussion; is it CAPR? Watnik said yes, CAPR is the appropriate place because it is the committee with responsibility for academic planning. Other committees (COBRA, CIC) will be inheriting different parts of the document that the Self-Support Sub-Committee of ExCom will be passing on. CAPR will be asked to address, with administration, what the academic plan should be with respect to self-support programs. Green inquired about CAPR's role in Academic Planning.

4. Report of the Presidential Appointee.
 - a. No report.
5. Report of APGS.
 - a. No report.
6. Report of ILO Subcommittee.
 - a. Inouye: The ILO Subcommittee met on 2/14, discussed the charge of the Subcommittee. Chair Lee addressed the work of mapping ILOs with PLOs. The Subcommittee has developed language for communication out to programs about alignment of ILOs and PLOs. Machamer reported on analysis of survey of graduating student progress on learning (indirect assessment) mapped to ILOs.
7. Assignment of Annual Reports:
 - a. 11-12 Human Development: Eros will review.
 - b. Chemistry Reports: 08-09, 09-10, 11-12: Wiley recommends that earlier reports only be acknowledged: Inouye will review.
8. Old Business
 - a. 12-13 CAPR 11: Request to add Self-Support Master of Science Accountancy Pilot Program.
 - b. CAPR Procedures for approving new self-support programs. Wiley described the existing gap where there is no Senate review when an existing state-side program then wants to offer a self-support program. The Draft Policy would require that all such programs go through CAPR review. The purpose of the review is to address resource requirements and implications for impact on existing state-side programs. Edwards suggested that CAPR needs to better understand contractual issues in order to comment on policy recommendations. Motavalli asked where instructional faculty came from, full-time tenure-track faculty members or adjunct? What are the costs to students? (Green/Motavalli) Draft Policy was unanimously approved.
 - c. CAPR 10 Change in the Five-Year Review Schedule for Engineering sent back by ExCom. This now needs to be sent to the Senate. It is not a postponement, it is a change. Will Construction Management have its own accreditation separate from ABET, and who will the accrediting body be? The request was that Construction Management's 5-Year Review be aligned with their external accreditation process, so moved to 2015/16. ExCom had

questions about the use of the same external reviewer for both Engineering and Construction Management. Motavalli reported that the request was made in order to streamline the 5-Year Review and external accrediting process for three programs. Chamberlain will work with Motavalli to respond to ExCom's questions and send responses to CAPR members for review. Watnik reported on the request from the Provost to ensure that the CAPR 5-Year Review Calendar be kept up-to-date, and that there be documents that provide evidence of changes that would be go to ExCom. Chamberlain suggested that there be an additional column or notes be added to the Calendar that shows changes made to the Program Review process.

9. New Business

- a. Inouye reviewed her report on 12-13 CAPR 14: Statistics Five-year Review. Program is lacking sufficient faculty members to grow the program. The programs are doing a good job of direct assessment of knowledge and skills through pre- and post-tests in the undergraduate program. There is a comprehensive exam for the MS program that serves as direct assessment. Closing-the-loop activities were reported. Inouye recommend that the Statistics BS, Statistics MS, and Biostatistics MS Programs all continue without modification. (Green/Edwards). Unanimously approved.

10. Adjourned. 3:59 (Wiley/Chamberlain).

Minutes submitted:

Sharon Green, Acting CAPR Secretary