

California State University, East Bay  
Committee on Academic Planning & Review  
Approved Meeting Minutes  
Thursday, October 17, 2013

Members Absent: Farzad Shahbodaghlu, Glen Taylor

Attending: Chris Chamberlain (Chair), Ken Curr, John Eros, Amber Machamer, Saeid Motavalli, Xeno Rasmusson, Claudia Sandoval (student representative), Monique Manopoulos, Sylvia Head, Jiannan Wang, Donna Wiley

Guests in Attendance: Endre Branstad; Jiansheng Guo, Associate Dean CLASS; Kim Geron, FDEC member

1. Xeno will be secretary and take minutes.
2. Approve agenda, moved/seconded/passed, Sandoval/Motavalli/passed
3. Approve minutes of 10/03/13, Curr/Monapolous/passed
4. No chair report
5. Report of the Presidential Appointee, Amber Machamer: Developing a retention dashboard in order to make data visible, interactive, accessible and comprehensive. Makes use of 3 standard retention rates used all over the country. Sample programs X and Y. 1) Retention of Freshman cohort, 5 year outcomes; can graduate, be still enrolled, be NOT retained, or export to another major here. 2) Another way to look is at the actual graduates of a program; view type of students that graduates (samples show Imported vs. Intact majors) and average time to graduate (will ask max time to graduate too).
6. APGS Donna: WASC meeting next Thursday, The Meaning, Quality and Rigor of Degrees. Many sessions, CAPR has ben invited to the one on assessment issues.
7. No ILO report
8. Old business:
  - a) Review CAPR policy and procedures document for any changes. Will discuss next meeting.
  - b) Referral from AS to required tenured only. No response from us, let current policy stand.
  - c) Liaisons for program reviews updated.
9. New Business:
  - a) Theatre and Dance discontinuance of 3 programs. Few if any students making use of these options or minor. Regina Cate retired, still offer two courses in service of other majors, but not an option. Moved to vote on the three as a block vote, Wiley/Curr/passed. Moved to discontinue the

following programs (Wiley/Head/passed): i. Theatre and Dance for Children and Community Option; ii. Children's Theatre and Dance Minor; iii. Theatre Option in History and Literature.

B. Should ALP be reviewed like GE or Athletics programs? Discussion that ALP is not degree program, so we pass on this idea.

C. FDEC has created a rubric for diversity in 5 year review process based on observing CAPR 12-13. Culled language from CAPR policy document related to diversity. Based rubric on this with 4 categories; multicultural learning, student diversity, faculty diversity and departmental climate. Each area has 4 levels of achievement from exemplary to absent/missing. Discussion around whether this would be a part of CAPR review process or if FDEC would assign a member to assess this aspect of the program. Some concern over lack of diversity in instruction in CAPR policy. Request that FDEC add description of levels of achievement and in general revise the document and refer back to us.

D. Referral on Planning for Distinction

E. MLL 5 year review postponement request due to chair will be on Sabbatical, also external accreditation coming next year. Curr/Wang/passed.

F. Communication 5 year review postponement request. Gail Young unable to be present, Associate Dean Guo described that changes in chair, changes in curriculum has delayed prior review, could use more time move Wiley/Monapoulos/passed.

10. Meeting adjourned at 3:45 pm.