

California State University, East Bay
Committee on Academic Planning & Review
Amended Meeting Minutes
Thursday, November 7, 2013

Members Absent: Farzad Shahbodaghlou, Monique Manopoulos, Sylvia Head

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

Guests in Attendance: Endre Branstad, Jiansheng Guo, Associate Dean, Kim Geron, FDEC member, Tamara Donnelly, APGS.

1. Approve agenda, Curr/Motavalli/passed.

Added FDEC Diversity Rubric for 5 Year Reviews as item 8.B under New Business

2. Approve minutes of 10/17/13 was moved to the next CAPR meeting

3. Report of the CAPR Chair, Chris Chamberlain: will research and report what our exact involvement will be in both PfD and WASC processes.

4. Report of the Presidential Appointee, Amber Machamer: Currently testing a retention dashboard system to make data visible, interactive. Three dashboards for different students types: current/retained, imported and exported students. Tableau software app to be downloaded, will demo to us first, but colleges and depts will get demo this year and start to pilot test and give feedback to IR.

5. Report from APGS, Donna Wiley: review of recent WASC sessions, CFRs. CAPR will draft a contribution to the WASC report.

6. ILO report: Has not convened in Fall quarter but Tamara Donnelly, APGS, reports that there are currently three pilot testing programs going on with regard to assessment including using the new Bb assessment modules, for example the Critical Thinking ILO project. ILO Committee will formulate the assessment plan for all ILOs.

7. Old business

a. Should ALP go through program review like GE? Discussion revealed we view ALP as a part of the DCIE. Given that there are no university credit units earned nor degree objectives in ALP, CAPRA voted to NOT review the ALP. Wiley/Motavalli/P

b. Referral on PFD, Mitch was present to lead a discussion; no action taken.

c. Theatre 5 year review - already done, on way to AS as CAPR 23

8. New Biz:

a. Annual Report Rubric; Review rubric as well as CAPR policy and procedures document for any changes. Will discuss next meeting.

b. FDEC rubric; Kim Geron of the FDEC presented the current draft of a rubric to assist in interpreting diversity content in program review. The rubric defines 4 areas based on CAPR policy with 3 rating levels. FDEC will pilot test this year. Will submit a cover letter to programs, and a 1 page diversity report with the rubric attached. Discussion of the rubric and process so far was positive with some decisions still to be made about who will complete the rubric. That is, will FDEC take that task, or will the CAPR liaison assigned to program review fill out that rubric, or would it someday be integrated into the overall CAPR Report on program's 5 year reviews. For now, we will continue with FDEC providing a liaison to each review for completing this piece of feedback.

9. Meeting adjourned at 3:55 pm