

California State University, East Bay  
Committee on Academic Planning & Review  
Amended Meeting Minutes  
Thursday, February 20, 2014

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

Guests in Attendance: Endre Branstad, Jiansheng Guo, Penny McCullagh

1. Agenda approved, M/S/P: Curr/Shahbodaghlu/P
2. Approval of the minutes of 2/6/14, delayed until next meeting
3. Report of the Chair: At Ex Com meeting of the AS, discussed plan for a 10-point plan to address bullying and harassment on campus. Met with the CIC/FAC/CAPR work-group to draft policy on school or academic unit formation, change, etc. and will present the draft under new business (item 9 a). Chairs also attended the WASC steering.
4. No report from the presidential appointee.
5. Report of APGS: See item 8 a below on the draft of the CAPR WASC report.
6. Report of the ILO subcommittee: Donna Wiley attended the ILO sub-committee meeting as a guest. Important topic was developing a long-term strategy for assessing the ILOs. Currently, the university-wide Critical Thinking assessment project is underway using Bb with a small set of faculty testing and developing the process.
7. Five Year Review/Annual Report updates/check-ins:
  - a. Liberal Studies to attend CAPR on 3/6
  - b. Sociology to attend CAPR on 3/6
8. Old Business:
  - a. Draft of CAPR WASC report
    - i. WASC Institutional Report section on Program Review :  
Request that CAPR members send examples of program review and student learning assessment from each of their colleges or programs. Also, have a lengthy discussion on various WASC criteria for review (CFRs) relevant to the CAPR WASC report. There was some discussion on the review process itself as some CFRs ask about that. Chris Chamberlain wondered if there was a way for us to streamline the process and assure all programs have some feedback at the end of the review. Donna took notes and will revise the draft.
9. New Business:
  - a. 05-06 CAPR 8 revised: Formation, Dissolution, Merger, or Name change of Academic Units
    - i. CAPR/CIC/FAC working group draft update is patterned after policies on curriculum-based proposal and brings APGS into the process at an earlier phase. Chris will share the next version with CAPR.

10. Kinesiology Five-year Review extension request approved, M/S/P: Wiley/Rasmusson/P.

a. Chair McCulloch has submitted a formal request for delay by way of Dean Nelson and also described the nature of the request in person. Some discussion of the formal policy for extension took place to ensure the Kinesiology department will remain on schedule for a May 1 preliminary report of self-study progress, plan an external reviewer visit for Summer/Fall and submit 5 year review by Jan 31, 2014. These are the dates set forth in CAPR policy and procedure document in regard to extensions of 5 year review.

11. 12-13 History Annual reports accepted by CAPR, M/S/P; Willey/Motavelli/Passed with 1 abstention.

a. History BA, MA

12. 12-13 Philosophy Five-year Review CAPR Report; this report is not yet filed. Chris is liaison and will prepare and submit the report for CAPRs consideration at future meeting.

13. Meeting adjourned at 3:45 pm