

California State University, East Bay  
Committee on Academic Planning & Review  
Approved Meeting Minutes  
Thursday, May 1, 2014

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

Members Absent: Kathleen Halpin (student representative), Claudia Sandoval (student representative)

1. Agenda approved, M/S/P: Curr/Eros/P
2. Approved minutes from 3/06/14 and 4/03/14: Head/Curr/P
3. Report of the Chair: Planning for distinction forums are going on this week and next. We had some items move through Ex Comm – they brought up the “variety of styles” in which our 5 year review liaison reports are written but voted to accept them. No action on the other items, Ex Comm is holding a longer session next time to get through a backlog of action items. ALSO: Keep the first Thursday in JUNE open 2-4 pm for one last working CAPR meeting.
4. Report of the presidential appointee: Amber reports they have hired a student worker for Tableau (platform for the Retention Data Dashboard) who has expertise in Data Warehouse and will be a great asset.
5. Report of APGS: Donna reports that she attended a program review workshop at WASC Offices.
6. Report of the ILO subcommittee: did not meet.
7. New Business:
  - a. Updated draft of the Rubric for CAPR Reporting on Annual Program Review
8. Five Year Review/Annual Reports:
  - a. Rubric Reports for Annual Reviews.
    - i. 12-13 Information Literacy (*Eros*) : Wiley/Motavalli/P
    - ii. 12-13 MPA (*Eros*): Wiley/Curr/P, 1 abstention
    - iii. 12-13 Multimedia Graduate Program (*Eros*) : Motavalli/Shahbodaghlu/P
  - b. Status of outstanding CAPR 5-year report for CSD (*Rasmusson*); drafted, will review next meeting.
9. Old Business:
  - a. Draft of CAPR WASC report; Donna has added some items, finalizing content, will review one more time
10. Meeting adjourned at 3:15 pm