

California State University, East Bay  
Committee on Academic Planning & Review  
Approved Meeting Minutes  
Thursday, December 4, 2014

Members Attended: Ken Curr (acting chair), Sylvia Head, Donna Wiley, Jason Smith, Fanny Yeung (Presidential Appointee), Farzad Shahbodaghrou, Pat Jennings, Luz Calvo, Ekin Alakent

Members Absent: Monique Manopoulos, Chris Chamberlain (Chair), Jiannan Wang,

Guests in Attendance: Sophie Collins, Jed DeVaro, Mitchell Craig, Luther Strayer

1. Approval of the agenda. (Shahbodaghrou, Head); passed unanimously.
2. Approval of 11/6/14 & 11/20/14 minutes. (Shahbodaghrou, Head; Wiley abstain)
3. Reports
  - a. Report of the Chair. Need CAPR member to serve on Q2S Steering Committee
  - b. Report of the Presidential appointee. No report
  - c. Report of APGS. Susan Opp reported previous CAPR Meeting about WASC visit.
  - d. Report of Q2S Co-director. No report
4. ILO Subcommittee membership addition
  - a. Instructional Design Specialist. Sarah Nielsen wants to add ILO seat on CAPR. Julie Stein is the Instructional Design Specialist. (Wiley, Jennings)
5. Action Items.
  - a. Request to discontinue Graduate Economics Studies certificate. Jed DeVaro, Economics Chair, presented that this certificate program is obsolete. The department had not issued a certificate since 2007. Need to be removed officially. (Wiley, Calvo)
  - b. Five-year review for Earth and Environmental Sciences. Chair Mitchell Craig and Luther Strayer discussed their department's 5 year review. As of 2012/2013 academic programs include Geology BA & BS, Environmental Sciences, and MS Geology evening only. The department hired two new tenure-track faculty. FTES is high due to GE clusters. Steady growth especially with Environmental Sciences. Program learning outcomes is based on SLO. Field camp was dropped as a trend with other universities due to the cost. Students need to pay of it themselves, but it is expensive. Field camp attendance determines the BA or BS. Diversity building with faculty with one female professor hired and another with a disability. CAPR liaison to write up the report. (Shahbodaghrou, Head)
  - c. Annual Report Rubrics.
    - i. Chemistry & Biochemistry. Doing all that is needed for the 5 year review. Misfortune with retirements and deaths in the department. In process of replacing vacant staff and faculty positions. (Shahbodaghrou, Jennings)

- ii. Information Literacy. The Library offers two courses. Developing new library resources and library literacy course for transfer students, this might be challenging. Progress with its 5 year goals. No new faculty. Increase enrollment with growth of incoming freshman so need more adjunct faculty. Based on assessment, course is helping students. (Shahbodaghou, Smith)
- iii. Philosophy. Good job summarizing their progress. Significant curriculum revision. Considering courses at Concord campus. In need for more tenure-track faculty in certain areas. Implementing best practices with writing assessment. (Jennings, Shahbodaghou)
- iv. Nursing. Progress on their goals including gender diversity. Growth in the AND-BN program. Struggle with faculty recruitment due to non-competitive salary. Master of Nursing program in development. NCLEX declining pass rates. Assessment from alumni feedback, exit interview, beginning to start different assessments. (Shahbodaghou, Smith)
- v. English. tabled
- vi. Communication. tabled
- vii. Communicative Sciences and Disorders. Problem to hire tenure track faculty. Starting new search. Training for a new chair. Assessment is a problem in the report. Not enough detail to understand or lack of elaboration. Not using proper tools for SLO, instead using GPA and grades. Need to develop rubric of the assignments for assessment. Need to address how assessment is influencing SLO. Changed 2a. to “no” because assessment was not adequate. Moved with modification. (Shahbodaghou, Smith)
- viii. Criminal Justice. Good, solid report covering all areas. Understaff. Program grown by 200 students. 3 new tenure –track faculty so revising curriculum. (Smith, Shahbodaghou)

Adjourned 3:29 pm