

California State University, East Bay
Committee on Academic Planning & Review
APPROVED Meeting Minutes
Thursday, February 5, 2015

Members Attended: Ken Curr (Acting Chair), Sylvia Head, Donna Wiley, Jason Smith, Luz Calvo, Ekin Alakent, Jiannan Wang

Members Absent: Monique Manopoulos, Farzad Shahbodaghrou, Chris Chamberlain (Chair), Pat Jennings, Fanny Yeung (Presidential Appointee)

Guests in Attendance: Sophie Collins, Jason Singley, Nancy Thompson, Dennis Chester, Gale Young

1. Approval of the agenda (moved/seconded/passed; Head, Smith/passed)
2. Approval of 1/15/15 minutes (moved/seconded/passed; Calvo, Wiley/passed)
3. Reports
 - a. Report of the Chair. Chair absent. No report.
 - b. Report of the Presidential appointee. Absent, no report.
 - c. Report of APGS. Wiley presented. APP Sue Opp is leaving University. April 8-10 WASC visit. No details yet of who they will meet on campus. Planning university wide reception event on WASC first afternoon visit from 3:30 – 6 PM to focus on student success and inclusive activities. More information coming out soon.
 - d. Report of Semester Conversion. Singley presented. Met with deans and chairs for feedback. Timeline adopted will soon be on web site. Subgroups working on a framework of conversion and pledge to students. In a few weeks a model will be adopted so faculty know about the resources available. Also reviewing the curricula review process. All departments will be doing a program modification.
4. Action Items:
 - a. Suspension of Five-year Reviews during Semester Conversion. One issue is the workload during the semester conversion time period. Suggested to suspend for one year 15/16, but depends on the GE progress with the conversion. Motion by Calvo to table discussion and see if able to suspend the 5-year reviews. Wiley to check with her department.
 - b. Communication and Media Studies new options request. Calvo and Wang moved for discussion. Communication field is moving fast. Updating option for Multimedia Journalism and Strategic Communication as new options. Communication and Media Studies is a new option. Chester shared that CAPR is not viewing the latest version that was submitted to APGS. Wiley suggest to approve new option with APGS so to forward the correct version.

- c. Draft 14-15 CAPR 14: ILO Assessment Plan. Wiley and Alakent moved for discussion. ILO approved in 2011, so now committee looking to process them. Completing the pilot. ILO is a three year process with overlapping 3 year cycles to close the loop. Plan to continue the ILO process during the pilot period. Request for CAPR to read document thoroughly and vote next session.
- d. Liberal Studies B.A. Discontinuance request. Thompson presented. Turning program tracks to options. Basically a change in language. The teacher prep track is different from the other tracks. (moved/seconded/passed; Wiley, Smith/passed)
- e. Five-year Review report template for CAPR members. Not all members use the same template. Using the same template is needed. Motion to accept template. (moved/seconded/passed; Wang, Alakent/passed)
- f. Annual Report Rubrics. Motion to approve at once i-vii (moved/seconded/passed; Smith, Wiley/passed, no discussion)
 - i. Computer Networks (Pat Jennings)
 - ii. Social Services (Jiannan Wang)
 - iii. Liberal Studies (Jiannan Wang)
 - iv. Music (Jiannan Wang)
 - v. Statistics (Jiannan Wang)
 - vi. Theater Arts (Jiannan Wang)
 - vii. International Studies (Jiannan Wang)

5. Adjourn at 3:25 PM