

California State University East Bay  
Committee on Academic Planning and Review (CAPR)  
APPROVED Meeting Minutes  
December 3, 2015  
2 PM, LI 2250

Members Attended: Stephanie Alexander (Secretary), Luz Calvo, Ken Curr (Chair), James Hershey, Pat Jennings, Howard Lei, Christina Sanchez (Student), Jason Smith, Donna Wiley, Meiling Wu, Vanessa Yingling

Absent: Erin Alakent, Michele Hingst, Janeesha Jones (Student)

Guests in Attendance: Lindsay McCrea, Mark Robinson, Sophie Rollins, Jim Zavagno

1. Approval of the agenda. (Calvo / Wiley / passed).
2. Approval of the 11/19/15 minutes. (Smith / Jennings / passed – one abstention).
3. Reports
  - a. *Report of the Chair (Curr)*. Curr discussed the committee's governance concerns regarding the campus enrollment management plan with Academic Senate President Hedrick. The committee identified other avenues to pursue to ensure faculty participation in enrollment management issues. The remainder of the report of the Chair and other standing reports were tabled to allow for the guest presentation.
4. Action Items
  - a. Discussion of space allocation (Presentation from Jim Zavagno, AVP of Facilities Development and Operations, 2:15PM)
    - i. AVP Jim Zavagno shared a presentation on campus space allocation. Zavagno discussed the Capital Outlay Program, the Academic Master Plan (from 2008), the Physical Master Plan (from 2001), the Physical Master Plan (from 2009, currently in litigation), the Space Management and Assignment Policy, and the Space Policy Committee, among other topics. There was a broad discussion about the procedure for funding new buildings, how space is allocated on campus (including classroom and office space), and how faculty currently participate in those allocation decisions.
    - ii. Suggestions were made to invite additional guests to future CAPR meetings to clarify the roles of COBRA, CAPR and other faculty groups in space planning and allocation.
  - b. Tabled Action Items:
    - i. CAPR liaison check-in and assignments (re-organized, more assignments needed for recently submitted annual reports)

- ii. Planning, Design & Construction Space Management and Assignment Policy (11/2009)
  - iii. Accredited programs and Annual Report submission
- 5. Adjournment (4:00pm)