

California State University East Bay  
Committee on Academic Planning and Review (CAPR)

APPROVED

Meeting Minutes

Thursday,

March 3, 2016

2 PM, SF 329

Members Attended:), Luz Calvo, Ken Curr (Chair), James Hershey, Michele Hingst, Howard Lei, Jason Smith, Vanessa Yingling, Christina Sanchez (Student), Donna Wiley Ekin Alakenta and Meiling Wu

Guests in Attendance: Eillen Barrett, Mark Robinson, Sophie Rollins, Julie Stein and Kim Geron

1. Approval of Minutes (Wiley/Calvo/Passed)
2. Approval of the 2/18/16 minutes (Wiley/ Smith /Passed)
3. Report of the Chair (*Curr*) – The Chair of the Academic Senate Mike Hedrick asked to have a CAPR Representative to the Space Committee. Luz Calvo was nominated and accepted the position for the rest of the Academic Year.
4. Donna Wiley Introduced
5. Report of the Presidential Appointee (Hershey)
6. Report of APGS. Donna Wiley introduced Maureen Scharberg the new Dean of undergraduate studies. Donna brought up several points as to whether or not there is a policy for discontinuing a program, if there is how are students affected by the policy and how do students get a degree from a discontinued program. Donna got hold of a chancellor's office and it turns out we don't have a discontinuation policy. We don't have policy, just a procedure as to how you implement a policy, but we still need a policy. The Registrar's office keeps students active until they graduate, as well as having several programs discontinuing from QTS. This indicates we really do need to establish a discontinuance policy.
7. Previously, Mitchell Watnik presented four time modules for feedback to the Steering Committee. The time modules are now presented on posters on the walls of SF 329. It was decided that we should invite Mitch Watnik to the next CAPR meeting to discuss each of the four time modules. There are two models with a university hour, one with a 45-minute hour Model 1 1A.

8. Action items:

*(Kim Geron had a 2:20pm time certain, report on the ILO subcommittee was moved to the end of the meeting).*

- a. 14-15 Political Science Five-year Review presentation (Political Science Chair Dr. Kim Geron; CAPR liaison Dr. Luz Calvo; 2:20pm time certain) - Kim Geron discussed a new tenure-track hire on immigration issues, the Department needs to improve their Assessment work. Though there was

a great deal of assessment data, Luz noted that all the submitted assessment still doesn't close the loop. The outside reviewer for the Department noted a lack of collegial cooperation on assessment and in the Department. Need to look for a way to work together as a faculty. The Department does not review their final papers and probably should select representative papers to review. Faculty as a whole does not look at the papers, individuals do. Whole Dept. should share and engage in the conversation. There is a rubric, but numbers not as important as seeing examples of the rubric. Take samples of each SLO and talk as a faculty about the writing. Luz will create CAPR's response to the five-year review.

b. CAPR liaison Michele Hingst discussed her rubric for 14-15 Liberal Studies annual report submission. Michelle stated that the report only had five minor students assessment. No real assessment, however, Liberal Arts has to use the assessments from other Departments. The report incorporated an exit survey as a part of their assessment; however, an exit survey is not a direct assessment. It was recommended that the Department pick an assignment that they feel can be aligned with an assignment in another course. Students can turn in that portfolio.

c. CAPR liaison Michele Hingst discussed her rubric for 14-15 Psychology annual report submission. The main problem with the report is that Psychology had no assessment. Same BS and BA with the same SLO's should have a distinction. It was also noted that Psychology never really had very good assessment.

d. Request for University Adoption of Institutional Learning Outcome (ILO) Critical Thinking Measurement Rubric. (Yingling/Smith/Passed)

e. CAPR liaison check-in and assignments

- Report of the ILO Subcommittee - ILO subcommittee created to assess ILO's. New rubric and bank of ILO rubrics were created so that when we start semesters we can continue on with positive assessment. The rigor that a lot of time and energy for faculty development to create the rubric. Feedback from ILO subcommittee. Though not comprehensive for any one discipline, will represents each College to create the rubric.

- Adjournment

