

California State University East Bay
Committee on Academic Planning and Review (CAPR)
Meeting APPROVED Minutes
Thursday, April 7, 2016
2 PM, SF 329

Members Attended: Ekin Alakent, Stacey Acosta (Student), Stephanie Alexander (Secretary), Luz Calvo, Ken Curr (Chair), James Hershey, Michele Hingst, Pat Jennings, Howard Lei, Jason Smith

Absent: Christina Sanchez (Student), Donna Wiley, Meiling Wu, Vanessa Yingling

Guests in Attendance: Dawna Komorosky, Lindsay McCrea, Mark Robinson, Sophie Rollins, Mitch Watnik, Ke Zou

1. Approval of the agenda. (Lei / Jennings / passed)
2. Approval of the March 3, 2016 minutes, as amended. (Calvo / Smith / passed, 1 abstention)
3. Reports
 - a. *Report of the Chair (Curr)*.
 - i. Curr requests that all 5-year Review presentations be completed by the end of May.
 - b. *Report of the Presidential Appointee (Hershey)*. No report.
 - c. *Report of APGS*. No report.
 - d. *Report of Semester Conversion (McCrea)*. Mike Hedrick will become one of the Co-Directors of Semester Conversion this summer. The Steering Committee meets tomorrow, 35 of 70 programs will be approved by the end of this quarter. Students and faculty will receive a survey that asks for their preferences regarding the proposed University Hour in order to inform the work of the Time Modules Task Force.
 - i. Time modules model presentation (Watnik).
 1. Mitch Watnik presented the time modules options. The model options are scheduling options for lectures -- the activities and labs will have a separate schedule. The goals for the models include providing convenient schedules for students, improving classroom utilization and allowing for enrollment growth. Some models include possibility of "University Hour." Some models include variable start times for evening classes. All models will have the option of doing once-a-week classes on Fridays. The Time Modules Taskforce may make their recommendation to the Senate by the end of the month.

e. *Report of the ILO subcommittee (Curr)*. No report.

4. Action Items

- a. 14-15 Criminal Justice Five-year Review presentation (Criminal Justice Chair Dawna Komorosky, 2:30pm time certain)
 - i. Dawna Komorosky, Chair of Criminal Justice Administration, presented the departments 5-Year Review. Komorosky highlighted their three recent faculty hires, with another search coming next year. The faculty offices have moved from Meiklejohn to the SF building. They anticipate continuing to increase student enrollment in the program. The students are involved in service learning as well as internships. The department is working on semester conversion and curriculum. They have aligned their course SLOs with their Program Learning Outcomes, and are working on evaluating a communication SLO this quarter.
 - ii. Discussion: CAPR members asked about faculty diversity in the department, and planning for future assessment.
- b. Draft 15-16 CAPR 9: CAPR report of Five-Year Program Review for Master in Public Administration
 - i. CAPR members provided feedback on the draft CAPR Report. Curr will share comments with Yingling for additional revision.
- c. Draft 15-16 CAPR 11: Approval of Option Elevation for Master's of Arts in Teaching English to Speakers of Other Languages (TESOL) (Dr. Ke Zou, 3:00pm time certain)
 - i. Dr. Ke Zou presented a proposal for elevating TESOL as a separate graduate program. TESOL does not share curriculum/unit requirements, outcomes, or capstone experiences with the MA English program. 9 of 11 TESOL programs on other CSU campuses are separate from MA English.
 - ii. CAPR agreed to revisit this discussion when Wiley is in attendance to clarify questions from CAPR.
- d. Draft 15-16 CAPR 12: 2013-2014 Five-Year Program Review for General Education
 - i. After some discussion, the motion to approve the document passed. (Motion passed).
- e. CAPR liaison check-in and assignments

5. Discussion Items:

- a. CAPR required program review data (Section VI., p. 30)
 - i. Tabled for future meeting
- b. Discontinuance policy needed from CIC/CAPR
 - i. Tabled for future meeting
- c. Discuss 5-year review schedule (if time)
 - i. CAPR agreed to revisit this topic at the next CAPR meeting. There was brief discussion of including programs vs. departments on the schedule, as well as discussion of the possibility of reviewing

minors. This discussion will continue as CAPR reviews its policy documents.

6. Adjournment (Smith / Calvo / 4:07pm)