

California State University East Bay  
Committee on Academic Planning and Review (CAPR)  
APPROVED Meeting Minutes  
Thursday, May 19, 2016  
2 PM, SF 329

Members in Attendance: Ekin Alakent, Stephanie Alexander (Secretary), Ken Curr (Chair), Michele Hingst, Pat Jennings, Howard Lei, Jason Smith, Donna Wiley, Meiling Wu

Absent: Stacey Acosta (Student), Luz Calvo, James Hershey, Christina Sanchez (Student), Vanessa Yingling

Guests in Attendance: Mark Robinson

1. 16-17 Organizational meeting
  - a. Welcome new members and introductions
    - i. Curr thanked Jennings and Calvo for their hard work and contributions. New CAPR members were unable to attend due to teaching commitments.
  - b. Elect Chair
    - i. Curr nominated Smith as 2016-2017 CAPR Chair
    - ii. Motion to approve Smith as Chair (Curr / Wiley / passed)
  - c. Elect Secretary
    - i. Curr nominated Alexander for 2016-2017 CAPR Secretary
    - ii. Motion to approve Alexander as Secretary (Curr / Wu / passed)
2. Approval of the agenda. (Jennings / Wu / passed)
3. Approval of the May 5, 2016 minutes. (Wu / Jennings / passed, 1 abstention)
4. Reports
  - a. *Report of the Chair (Curr)*. CAPR Reports for the departments presenting at today's meeting will be turned in over the summer and reviewed at the first CAPR meeting in the Fall Quarter. Curr will distribute the draft CAPR report over the summer for everyone to review.
  - b. *Report of the Presidential Appointee (Hershey)*. No report.
  - c. *Report of APGS (Wiley)*. Wiley requested fixing the Annual Report Data link on the CAPR webpage so that it points to the correct page on IRADS website.
  - d. *Report of Semester Conversion (Wiley)*. Semester conversion is moving along. Two thirds of graduate programs approved. CIC will be meeting weekly in the fall with the goal of getting everything through by the end of that quarter.

- e. *Report of the ILO subcommittee (Curr)*. Curr will share the accomplishments of the ILO subcommittee once that information has been compiled.

## 5. Action Items

- a. 15-16 CAPR 16: 14-15 Art & Multimedia Five-Year review – Jason Smith
  - i. The committee discussed the draft CAPR Review document for Art & Multimedia’s Five Year Review. The committee provided feedback and suggestions for minor revisions to the draft document.
  - ii. Motion to approve with revisions (Wu / Hingst / Passed)
- b. 15-16 CAPR 17: 14-15 Five-Year Program Review for Political Science – Luz Calvo
  - i. The committee discussed the draft CAPR Review document for Political Science’s Five Year Review. The committee provided feedback and suggestions for minor revisions to the draft document.
  - ii. Motion to approve with revisions (Smith / Lei / passed)
- c. Draft 15-16 CAPR 18: 14-15 Communication Five-Year review presentation (Lonny Brooks; CAPR liaison Stephanie Alexander; 2:30 pm time certain)
  - i. Dr. Brooks shared several documents with committee members, including the department’s 15-16 Assessment report. Brooks discussed changes in the number of faculty in the department, plans for new concentrations and potential interdisciplinary minors with semester conversion, department initiatives focused on sustainability and recent revisions to the department’s assessment efforts. The committee asked questions about a variety of topics (broadcast journalism, internships for students, assessment of the master’s program, etc.). Brooks will share additional data about the assessment of the master’s program with CAPR.
- d. Draft 15-16 CAPR 19: 14-15 MLL Five-Year review presentation (Monique Manopoulos; CAPR liaison Ken Curr; 3:10 pm time certain)
  - i. Dr. Manopoulos discussed the majors and minors offered in the department, as well as potential plans to develop an MLL degree and offer more courses in English. Many other programs have eliminated their foreign language requirements. Spanish students are completing service learning based courses. ASL courses are well-enrolled. The department has not been successful with new faculty requests because of overall low enrollment. The committee asked questions about advising and suggested adding medical language courses in Spanish and Chinese.

- e. Draft 15-16 CAPR 20: 14-15 AGES Five-Year review presentation (David Larson; CAPR liaison Meiling Wu; 3:30 pm time certain)
    - i. Dr. Larson provided an explanation of the three distinct programs in the department and introduced the other faculty members in attendance: Henry Gilbert (Anthropology), Michael Lee (Geography, Director of International Studies), Garbesi (Environmental Studies). AGES was formed in 2013. Larson gave an overview of how the departments work together, and the three departments discussed their particular programs (Anthropology, Geography and Environmental Studies). The committee asked questions about Anthropology's move away from cultural anthropology, the possibility of a merged graduate program, and overlap/synergies with other departments/programs on campus (ex: Environmental Science).
  - f. Motion to approve all Annual Report Rubrics (Wiley / Wu / Passed)
    - i. CAPR liaison Luz Calvo rubric for 14-15 Curriculum & Early Childhood Education annual report
    - ii. CAPR liaison Luz Calvo rubric for 14-15 Ed Tech annual report
    - iii. CAPR liaison Ekin Alakent rubric for 14-15 Biology annual report
    - iv. CAPR liaison Ekin Alakent rubric for 14-15 Counseling annual report
    - v. CAPR liaison Ekin Alakent rubric for 14-15 MFT annual report
    - vi. CAPR liaison Ekin Alakent rubric for 14-15 Social Work annual report
    - vii. CAPR liaison Ken Curr rubrics for 14-15 Statistics & Biostatistics annual report
    - viii. CAPR liaison Ken Curr rubric for 14-15 Geology BS/BA annual report
    - ix. CAPR liaison Stephanie Alexander rubric for 14-15 Educational Leadership MS annual report
    - x. CAPR liaison Stephanie Alexander rubric for 14-15 Education, Special MS annual report
    - xi. CAPR liaison Jason Smith rubric for 14-15 History BA annual report
    - xii. CAPR liaison Jason Smith rubric for 14-15 History MA annual report
    - xiii. CAPR liaison Jason Smith rubric for 14-15 Theater Arts annual report
    - xiv. CAPR liaison Jason Smith rubric for 14-15 Computer Engineering, Industrial Engineering & Engineering Management annual report
    - xv. CAPR liaison Jason Smith rubric for 14-15 Human Development & Women's Studies annual report
6. Discussion Items:
- a. Proposed Five-Year review schedule

- i. The committee will revisit the schedule at the first meeting of the fall quarter

7. Adjournment (4:09pm)