

APPROVED Minutes – Committee on Academic Planning and Review (CAPR)

Thursday, October 19, 2017 2:00 PM – 3:00 PM, SF 329

Attendees: David Fencsik, Duke Austin, John Tan, Rose Wong, James Hershey, Dawna Komorosky, Lana Wood, Michele Korb, Jason Smith, Cherie Randolph, Nidhi Khosla

Academic Senate Office: Sophie Rollins, Mark Robinson

Minutes

1. Approval of the agenda

Motion: Lana Wood, 2nd Dawna Komorosky
Approved

2. Elections (amended)

- a. Fall 2017 Quarter Secretary – Cherie Randolph nominated
Approved

3. Approval of 10/12/17 draft minutes

Motion: Michele Korb, 2nd David Fencsik
Approved

4. Reports

a. Report of the Chair

Annual reports due 10/20 by 11:59pm. Review liaison responsibilities for annual report.

b. Report of the Presidential appointee

Continuing to field questions on data

c. Report of APGS

No report

d. Report of Semester Conversion

No report

5. Liaison appointments

Review of liaison program/degree assignments and buddy pairs. Review of reports turned in and reports outstanding as of 10/19. Check with departments to ensure all degree programs listed will move forward when university transitions to semester system.

Sophie Rollins will match liaisons to departments by 10/23, at which time liaisons need to reach out to departments. Two weeks grace period for departments/programs missing or incomplete annual reports.

6. Discussion Items:

- a. Adding new Master's programs to 5-year schedule

M.S. in Nursing launches Fall 2018.

M.A. in TEOSL added to 2019-2020 program review

M.S. in Early Childhood Education and M.S. in Educational Tech added to 2019-2020 program review

CBE – Jason Smith will follow up on details

Motion: Lana Wood, 2nd Duke Austin

Approved

7. Future Items:

- a. Temporary Suspension Policy (needs updating for semesters)

Updated language for semester conversion (quarter and Winter term eliminated).

Departments who wish to temporary suspend a program for the next academic year should submit proposals by the 1st week of the Spring semester. Sophie will update document, then submit for review.

- b. Five-year Program Review Flowchart for CAPR Liaisons document (needs updating for semesters)

Flowchart on CAPR team drive. Outlines the timeframe for liasions to reach out to assigned departments/programs. Use the template (under Academic Program Review Procedures and Information) on Academic Senate site as a guide to determine that all information has been submitted on reports. Liaisons will be assigned departments, not programs. Jason Smith will serve as a resource for liaisons.

8. Adjournment

Motion: David Fencsik, 2nd Donna Komorosky

3:00 PM