

COMMITTEE ON ACADEMIC PLANNING AND REVIEW
Thursday, February 01, 2018, 2:00 – 4:00 PM., SF 329

APPROVED Minutes

Attendees: John Tan, Lana Wood, Nidhi Khosla, Dawna Komorosky, Maureen Scharberg, David Fencsik, Michele Korb, Rose Wong
Guests: Lindsay McCrea, Julie Stein

1. Approval of the agenda

John / David / approved

2. Approval of 1/18/18 draft minutes

Dawna / John / approved

3. Reports

a. Report of the Chair

- N/A

b. Report of the Presidential appointee

- Position Vacant

c. Report of APS

- Trying to confirm external reviewer for math and computer sciences
- Diversity ILO rubric passed Academic Senate last week
- Educational Effectiveness Council – in conversation about how to better partner with faculty development and address faculty concerns

d. Report of Semester Conversion

- Steering committee met and approved recommendations about university hours; forwarded to ExCom
- Certificate program – introduced for faculty who complete 4 faculty development workshops this academic year (timeframe: Back to the Bay 2017 – June, 2018)
- Consultants will be leaving Semester Conversion committee in April; need to continue to support students in making good choices
- Semester Conversion will be getting a report on the budget by Debbie Chaw – will be an open meeting

4. Liaison appointment reminder

- Reminder to continue to be in touch with your liaison assignments for the Five-Year Program Review

5. Business:

a. 16-17 CAPR 17: 2015-2016 Five-Year Program Review for Industrial Engineering

i. Referred back to CAPR by Excom on 1/16/18

- Excom is requesting further changes to document; tabled for next meeting following conversations between Chair Karplus & Chair Smith

b. DRAFT 17-18 CAPR 5 Program Discontinuance Policy

- Document changed to move up CAPR Recommendations to their own section; addition of the discontinuance policy to the document
- Sophie will distribute a marked-up version of the document with CAPR members via email; will conduct a vote via email

c. DRAFT 17-18 CAPR 7 Cal State East Bay Assessment Framework

- Intention of document is to have a unified plan for academic assessment at East Bay
- Discussion of CAPR providing a more robust template and rubric for departmental assessments (annual reports; 5 year plans)
- Discussion of whether connections with accrediting bodies (esp. WASC) should be made more explicit in this document
- Document will be further edited and a revised draft will be brought back to the next meeting

d. DRAFT 17-18 CAPR 8 Institutional Learning Objectives Assessment Plan

- Document discussed with addition/edits/suggestions, including:
 - Add examples and clarity of the faculty workload and work responsibilities by faculty and staff
 - Add language for how / when the plan will be reviewed prior to when it will sunset
 - Include and clarify acronyms, e.g. EEC
- Edits will be made and document will be brought back to the next CAPR meeting

e. Discontinuance requests for Fall 2018:

i. BS Mathematics (Applied Mathematics Option, Mathematics Teaching Option, Pure Mathematics Option)

- Michele / Lana / approved

ii. MS Mathematics (Applied Mathematics Option, Mathematics Teaching Option, Pure Mathematics Option)

- Maureen / John / approved

Motion to adjourn Michele / Lana / approved

Meeting adjourned at 3:43pm