



COMMITTEE ON ACADEMIC PLANNING AND REVIEW

Thursday, March 07, 2019

AMENDED MINUTES

Members Present: Patricia Drew, John Eros, Kevin Kaatz, Nidhi Khosla, Michele Korb, Sharon Radcliff, Cherie Randolph, Maureen Scharberg, Lan Wang, Fanny Yeung

Guests: Eric Fricke, Cristian Gaedicke, Caron Inouye, Patricia Irvine, Danika LeDuc, Michael Lee, Saeid Motavalli, Mark Robinson, Farzad Shahbodaghlu, Julie Stein

1. Election of the Secretary: rotating; Fencsik serving today.
2. Approval of the agenda (Drew, Kaatz, passed)
3. Approval of [2/21/19](#) minutes (Kaatz, Drew, passed)
4. Reports
 - a. Report of the Chair
 - i. The ILO rubric CAPR approved had its 1st reading at Senate.
 - b. Report of the Presidential appointee
 - i. Data Dashboards updated with Fall 18 data, ready for next Annual Reviews.
 - c. Report of APS
 - i. EEC ad hoc meeting last week. Discussed dissemination of evaluation of ILO rubrics to campus. Discussed that its more than just the courses that are being assessed, but rather the infrastructure to support student learning of the ILOs.
 - ii. Degree roadmaps needed for advising and registration. At some point in the future we will have a course scheduling system that will automatically select courses for students. Currently at VPAT stage.
5. Appointment:
 - a. CLASS replacement on ILO: Sarah Nielsen has a Spring conflict. Danvy Le from Political Science has volunteered. CAPR needs to approve, then ExCom. (Kaatz, Wang, passed)
6. Business Items:
 - a. [Civil Engineering program](#): progress and timeline of approval – Danika LeDuc, Engineering faculty (*time certain, 2:30 pm*)
 - i. Have been working on since at least 2012. Last year it didn't get approved by the Senate, and had to start again, including with new forms from the Chancellor's office. The lack of approval was due to budget concerns: unclear if the university would have enough funding. However, new state-support programs are not required to submit a budget with their proposal to the Senate. Last year the program proposal fell one vote short of the required supermajority. There is lots of support in the School of Engineering for student success, and lots of demand for civil engineers both in private and public sector. Current tenure-track faculty can already support this program. Will grow other programs, too, as students who applied to civil engineering

- may switch to other programs if they run into trouble with math/science prereqs.
- ii. Comments/Questions: Scharberg requested an updated letter from the Dean and a response from the Provost to the Dean's support letter. Wanted to double-check sequencing of courses in roadmap and correct some mistakes. Is there a possibility of declaring impaction to require additional prep for transfer students to ensure all lower-division major requirements are completed before starting at CSUEB. Clarification on Engineering grants and how they impact this program: will support community outreach and student recruitment.
 - iii. CAPR requested that the above changes and other corrections be made and the proposal brought back for consideration at a future meeting.
- b. Education, M.S., Curriculum Option - Elevation to Full Degree Program [[curriculog](#)]
 - i. Program was a concentration/option that was suspended for two years due to low enrollment and CO redefinition of criteria for master's program requiring a minimum enrollment. Would like to reactivate and move from concentration to its own program.
 - ii. Concern about who gets to teach in this program. Is there any statement in the proposal evaluating current demand? The department should provide an analysis of possible demand. The department should also consider students transferring quarters to semesters. Assessment roadmap needs work, as there are some individual courses that are listed as introducing, developing, and mastering certain learning outcomes.
 - iii. CAPR requested changes before bringing the proposal back for consideration at a future meeting.
 - c. Business Administration, B.S.: Accounting Concentration [[curriculog](#)]
 - i. Request to create an online self-support BS in Accounting. Currently have an on-ground state-support program with multiple options. Plan to offer classes mostly by TT faculty on overload.
 - ii. Questions: might it reduce state-support FTES by drawing students away? Other online business programs have mostly drawn from students living further away.
 - iii. Motion to approve. (Eros/Kaatz/passed w/ 1 abstention)
 - d. New Minor in Japanese Language and Culture [[curriculog](#)]
 - i. Saved until next time.
7. CAPR Liaison and updates
- a. Review 5 year calendar and reports due May 2019 – connecting with your programs/ progress/ external review process – suggestions
 - i. Liaisons should keep checking with their departments. Discussed getting feedback on annual and 5-year review process and timeline.
8. Discussion Items (*time certain, 3 pm*):
- a. [CAPR Policies and Procedures](#)
 - i. Guests invited for discussion of revisions to CAPR reports: Fricke, Inouye, and Irvine. When should 5-year reviews be submitted by accredited programs that receive accreditation report after the 5-year review deadline. How should reports be submitted for credential programs? Distinction between curricular assessment (student learning) and department assessment (demographics, grad rates). Inclusion of GE assessment. Resource requests should be in report, but could they also be submitted separately to Provost.
 - ii. Invitations at next CAPR meeting - invitees?
9. Adjournment (Kaatz/Eros)

