Members present: Paul Carpenter, substitute chair, (Kinesiology), Chris Chamberlain (Hospitality, Tourism, & Recreation), Ayona Chatterjee (Statistics & Biostatistics, Jiansheng Guo (CLASS), Kim Shima (Accounting & Finance), Kyzyl Fenno-Smith (Library), Yung-I Liu (Communication), Monique Cornelius (University Budget Director, Presidential Appointee)

Members absent: Nancy Mangold (CBE, COBRA Chair), Kevin Callahan (Math), Rafael Hernandez (Associate Provost for Faculty Affairs and Administration, Presidential Appointee)

Guests: Michael Lee (Academic Senate Chair)

1. Approval of the agenda
   M/S/P Chatterjee/Chamberlain/P

2. Approval of 1/23/19 minutes
   M/S/P Chamberlain/Guo/P

3. Reports
   a. Report of the Chair
      No report.
   b. Report of the Presidential appointee
      Monique Cornelius, University Budget Director, noted that we have received word from the CO that a preliminary budget is expected by the 1st week in March. Enrollment is now down 5.75%; unit totals are edging up.

4. Business:
   a. COBRA Recommendations for EFA Awards
      Committee discussed potential responses and recommendations regarding Exceptional Effort Awards. Paul Carpenter will produce a draft of COBRA’s recommendations as an information item for the Senate.
      Members noted these themes from discussions in their departments:
      - The awards target departments with improving rates. Departments with low DFW rates and/or high Graduation rates were not rewarded.
      - The criteria and process were not clear. Many faculty had not heard of the award and did not know what the criteria were.
- The question of whether the improving graduation and DFW rates were the result of some action from the departments or other influences.
- There are restrictions (because the monies are from extended education overhead) on expending the award monies.
- Distinction of ‘D’, which is a passing grade in some courses, from ‘F’ and ‘W’.
- Question of whether graduation rates reflect actual department practices when students declare and change major(s) often or late.
- Will this program have an effect on grading practices? Will it encourage grade inflation?
- Students, especially transfer students, are taking courses they are not prepared for which increases DFWs.

b. Core Building draft report
Fenno-Smith will edit the CORE Building report as recommended. The Committee will vote by email on a motion to send the revised report to the Academic Senate as an information item.

5. Discussion:

a. Initiatives to make textbooks affordable
   i. OpenStax
   Kim Shima was an early adopter of IncludED, an all inclusive access program of McGraw-Hill. She uses the textbook along with cases and online resources in her accounting ethics course. Accounting textbooks often become out-dated because accounting rules change frequently. The bookstore sells with a mark up. Accounting students have not complained. They have access to course materials on or before the first day of classes and do not have to buy a physical book and code. Students who drop the course don’t get charged.
   
   The Committee has questions regarding textbook orders, publisher programs, pricing and mark-up. Nancy Mangold will invite the Bookstore manager to come to COBRA and discuss textbook initiatives.

b. Integrated student advising
   Jiangsheng Guo brought the issue of improving student advising to the Committee’s attention. Guo noted that the University has a problem with inaccurate advising in a very complex and confusing student advising system. Are current resources allocated to advising may be inadequate? Guo will develop a preliminary draft report for COBRA regarding strengths and challenges of advising with recommendations on allocation of resources.

6. Adjournment
   M/S/P Guo/Chamberlin/P

   3:52 pm