Minutes of the Meeting of January 11, 2001

Members Present: Carol Becker, Beverly Dixon, Jennifer Eagan, Jane Lopus (Chair), Frank Martino, Bijan Mashaw, Eric Suess, and Mary Timney

Members Absent: Jennifer Laherty and Jose Lopez

Guests: Michael Leung and Brenda Bailey

The meeting was called to order by Chair Lopus at 2:05 PM in WA 800.

Approval of the Agenda: M/S/P

Approval of the minutes of the meeting of November 30, 2000: M/S/P
Approved as corrected.

Report of the Chair:
-Ethnic Studies last completed a five-year review in 1995-1996 and is therefore scheduled for a five-year review this year (2000-2001). The situation is somewhat complicated because both CAPR and Ethnic Studies called for a second outside reviewer report as part of the 1995-1996 review. This second review was not completed until 1999, and the departmental response to this outside review was found to be inadequate by CAPR in 1999-2000. Barbara Paige became Chair of Ethnic Studies this year. She has expressed interest in not completing a five-year review at this time since an outside review was conducted less than two years ago. Jane Lopus will discuss the possibility of requesting a postponement of the scheduled five-year review with her.
-Jose Lopez has undergone heart surgery and is on medical leave this quarter. Carol Becker will write CAPR response to the Psychology Department five-year review since Jose is unable to complete it. The School of Education and Allied Studies is looking for a replacement for him on CAPR for winter quarter.
-Geology and Theatre will finish their five-year reviews for discussion at CAPR meetings on February 1 and February 15, respectively.

Report of the Vice President, Academic Affairs
Provost Martino offered to answer any questions from CAPR. There were no questions at that time.
Update on the Program Review for Health Sciences
Brenda Bailey and Michael Leung answered questions from CAPR relating to the Five-Year Program Review for Health Sciences. The program is undergoing many changes and developed new options after the written report was submitted to CAPR. Dean Leung emphasized the notable accomplishments of the Nursing faculty in restructuring Health Sciences since the merger of the two programs.

Motion for continuation of the Health Sciences program with the modifications to the program suggested by Health Sciences, and for Health Sciences to report back to CAPR on its progress in implementing the new options during Winter Quarter, 2002.

M/S/P (Yea 9, No 0, Abstentions 0)

Revision of the Interim Policies and Procedures for 5-Year Reviews and Plans
-CAPR discussed a draft of the interim document that incorporated prior CAPR suggestions for its revision. To facilitate uniform reporting of data by programs, CAPR would like to include a table outlining a standard format in an appendix. Because a standard format is used by the School Deans in prioritizing tenure track faculty hires, CAPR agreed that using this format, with supplemental information, would be efficient for departments who are seeking new hires. Jane Lopus will contact Institutional Research and Analysis to develop the standard format.

-CAPR discussed the efficacy of including a section in the document for Administrative Response to a program’s Five Year Review. It was agreed that the document will encourage programs to meet with the Dean to discuss issues brought forth in the Program Review after completing the review.

-CAPR agreed that they are nearing completion of this document. Lopus will prepare a draft incorporating current suggestions for discussion at the next meeting.

Revised Schedule for Five-Year Program Reviews
Tabled until a future meeting.

The meeting was adjourned at 3:50. Due to schedule conflicts on January 18, the next meeting will be February 1.

Respectfully submitted,

Jane Lopus, Acting Secretary