MINUTES OF THE MEETING OF APRIL 4, 2002

MEMBERS PRESENT: Carol Becker- Chair, Margaret Desmond, Jennifer Eagan, Leo Kahane, Michael Strait, and Eric Suess

MEMBERS ABSENT: Carol Castagnozzi, Beverly Dixon, Frank Martino- Provost, Michael Lee, and Bijan Mashaw

The meeting was called to order by Chair Becker at 2:07 PM in the President's Conference Room.

APPROVAL OF AGENDA:
M/S/P, with the minor correction that Item #7 Request to place a Joint Ed.D. Proposal on the CSUH Master Plan will be tabled until CAPR’s next meeting, April 18, time certain, 2:45.

APPROVAL OF THE MINUTES OF THE MEETING OF MARCH 7, 2002:
M/S/P, with minor corrections

REPORT OF THE CHAIR:
Chair Becker attended the Executive Committee meeting on Tuesday. CAPR’s decision not to appoint a liaison to the Assessment Council was discussed. The Executive Committee would still like for CAPR to appoint a liaison, but understood the committee’s reasoning and accepted CAPR’s decision. Also, three CAPR reports passed with no corrections at this meeting. The report on the merger of Mass Communications and Speech Communication was passed. John Hammerback was there to answer questions. CAPR’s report on the Department of Psychology’s report back was passed with minor corrections made by Chair Becker before the report was submitted to the Executive Committee. CAPR’s decision indicated that Psychology did not need to report back again, and Chair Becker corrected the report to reflect this decision. CAPR’s report on the Department of Health Sciences’ report back was also passed at this meeting.

Vice President Dick Metz represented the President and Provost at the meeting. He imparted that the state budget has a 19 billion-dollar deficit. It is not yet known how that will impact the CSU budget on this campus. In-state fee increases may have to be considered. When asked about the 1200 new tenure-track allocations in the new contract, Vice President Metz stated that the budget impact is not clear because this is an unfunded mandate.

Chair Becker stated that CAPR has a full schedule for the next meeting on April 18. The Department of Economics will present their Five-Year Review Document, and the request to place the joint Ed.D. doctorate on the University Master Plan will also be on that agenda. We will also have the tenure-track request documents from the deans by that meeting. These documents will be available on Friday, April 12. Chair Becker will try to have a student courier these documents to CAPR members on that day, so they will have time to review them before the meeting. Chair Becker will speak with David Larson, interim Dean of ALSS, and make sure that his chairs are in agreement about the process, since
there was dissention in ALSS last year. CAPR members should also look at the recruitment to separation ratios from recent years.

Report of the Vice President, Academic Affairs: absent, no report

CAPR’s Response to the Chemistry/Biochemistry Five-Year Program Review: Report is not yet available; it will be circulated via e-mail.

Implementation of the Academic Standards Report- charge from Executive Committee:
The Executive Committee has charged CAPR with considering ways for departments to address how they are meeting and maintaining academic standards in the Five-Year Program Review. The Academic Standards Report addresses faculty and student attitudes towards several items related to academic standards (grade inflation, student pressure on faculty, writing across the curriculum, final exam periods, classroom behavior, assigned readings, completion of assignments, correspondence between students and faculty, and office hours, etc.). This report reflects faculty and student attitudes and weighs them against institutional statistics. For example, chairs, faculty, and students believe that there has been grade inflation. However, actual student GPA at graduation has not changed for twenty years. Faculty believes that if students take more than 18 units in a quarter, then that will negatively impact their GPAs. However, the institutional statistics do not seem to bear this out. The report makes recommendations on what faculty and students can do to maintain academic standards, such as generating a university-wide discussion on grading standards, establishing writing plans at the departmental level, using final exam periods for instructional purposes, and incorporating office hours into course requirements.

In response to this report, CAPR could consider including reports on GPAs by department as part of the statistics provided in the Five-Year Review Document. Hopefully, gathering this data accurately and consistently would reduce the perception of grade inflation. CAPR members discussed including a space in the performance data section of the Five-Year Review document for GPA averages per year for each of the five years covered in the review. CAPR could also suggest ways to address academic standards in the self-study or in assessment documents that programs submit. Eric Suess will draft a form for the GPA statistics, and Chair Becker will draft a suggestion for how to include information on academic standards in the text of the Five-Year Review. CAPR will take up this issue again on our meeting on May 16.

Request to place a Joint Ed.D. Proposal on the CSUH Academic Master Plan:
Tabled until April 18, time certain 2:35.

The meeting was adjourned at 3:30 PM.

Submitted by,
Jennifer Eagan, Secretary