Members Present: David Bowen, Luz Calvo, Don Gailey, Liz Ginno, Sharon Green, Rafae Khan, Michael Lee, Monique Manopoulos, Joe Tafoya, Sam Tran, Nancy White, Donna Wiley.

Guests Present: Jiansheng Guo, Jim Zarrillo.

Meeting called to order at 2:06 p.m.

1. Members and guests introduced themselves.

2. Motion to approve the agenda (Ginno/Wiley), approved. Minutes from the last meeting were not available on SharePoint, so they will be reviewed for approval at the next meeting.

3. As there is no Presidential Appointee at this time, there was no report.

4. Report of the APGS appointee: Wiley reported that Sue Opp is eager to receive updates from CAPR on the status of 5-year reviews due to the Senate Office by the end of this academic year.

5. Report from the Chair: Lee welcomed two new student representatives along with Sharon Green, an expert on assessment, who will be attending CAPR as a guest and has been suggested as a potential future member to the administration (Presidential Appointee). A request for reanimation of a program temporarily suspended last year in Sociology may be heard by the committee soon. Work on appointment of members to the Institutional SLO sub-committee will continue in the upcoming weeks. The Senate Office emailed the Deans and Chairs confirming that 08-09 CAPR 23 is the correct document to use for 5-year reviews. Requests for temporary suspension of programs should be sent to Lee, with a copy to the Senate Office. The name change for Philosophy which was approved by CAPR and the Senate was not approved by the President.

6. Old Business

   a. Lee completed the draft of CAPR recommendations concerning the CEAS 5-year review and Zarrillo has already provided some feedback and changes to the draft. Lee recommends acceptance of the review of 7 programs and continuation of all programs with no modifications. The committee discussed the need for inclusion of finalized goals and objectives in this year’s annual reports. Lee will finalize the report and present it at the next meeting for approval.
b. Discussion of annual report rubric finalization was deferred until next meeting.

7. New Business

a. Updates on the status of 10-11 5-year reviews were discussed. A delay was approved until Fall 2011 for International Studies according to Bowen. The outside reviewer will be visiting in late Spring. Latin American Studies has requested institutional information and is waiting for that information to begin their report. The department has set a date for the selected reviewer to visit campus. Manopoulos reported that Music has completed their self-study and has received a report from their accrediting body, the report has not been sent to the Senate yet. Social Work has completed the self-study and the accreditation process. White will check to see when the department will be reporting back to CAPR with their final report. The report should be finalized this academic year. Lee will check with Biological Sciences on the status of the outside review. He reported the department is waiting for institutional data. Gailey reported that no reviewer has been appointed for Biostatistics and Statistics. Ginno reported that no progress in the review process has been made by Computer Science. Bowen reported no progress for Environmental Science and Geology. Tran reported that the study is being edited by Physics and that plans for an outside review are on target. According to Wiley, Psychology is behind in the process and has no target date for completion. Lee will present a summary of this information to Opp.

8. Other Business

a. Lee discussed expediting institutional data and a meeting during the upcoming week with Linda Dobb to discuss the revision of data templates. Institutional data is available on the CAPR web page.

b. Members asked Lee to request clarification on behalf of CAPR about the denial of the Philosophy name change.

9. Motion to adjourn (Ginno/Khan), approved. The meeting was adjourned at 3:15 p.m.