Minutes of the Meeting of December 2, 1999

Members Present: Tom Acord-Chair, Michael Hedrick, Sandra Heisey, Jose Lopez, Jane Lopus, Bijan Mashaw, Susan Opp, Mary Timney

Guests: James Ahiakpor, Chair, Department of Economics, Alex Cassuto, Department of Economics

Members Absent: Asoke Basu (excused), Jennifer Laherty (excused), Frank Martino

The meeting was called to order by Chair Tom Acord at 2 P.M. in Room 800, Warren Hall.

1. Approval of Agenda: M/S/P
   The agenda was approved as amended.

2. Approval of the minutes of the meeting of November 18, 1999: M/S/P
   The minutes were approved as amended.

3. Report of the Chair:
   Chair Acord announced that Henry Reichman, Chair of the History Department, reported that History has begun selecting an outside reviewer and will have the process completed in a timely manner. Tom Hird, Chair of Theatre and Dance, reported to Acord that Thomas Cooke of UNLV has been selected as their outside reviewer and will conduct a site visit in January.


5. Discussion of CAPR role in the possible conversion of CSUH to a semester system
   Emily Stoper, Chair of the Academic Senate, requested that CAPR consider the issue of converting CSUH to a semester system. The Chancellor would like all quarter campuses to convert. Stoper suggested that CAPR could investigate research on the effects of conversion on student learning, the experiences of other universities who have undergone this conversion, and possible student reactions to conversion. CAPR could then share their findings with the Executive Committee. An Enrollment Task Force has already been appointed to look into possible effects of conversion on enrollments.

   After discussion about potential costs, procedures and resource allocation, CAPR members expressed concern about the role of CAPR in this process. Specifically, although the committee is officially charged with making recommendations to the Academic Senate on the use of facilities and the allocation of instructionally related resources, we generally do not have the necessary information about resources to complete this task.
Mashaw suggested that perhaps a special task force should be appointed to oversee the conversion issues.

Acord said that he would talk to Stoper about CAPR’s role in this process. The discussion was tabled for a future meeting.

6. **Discussion of the Economics Department Five Year Program Review**
   CAPR was charged with deciding how to best resolve the situation with respect to the Economics Department Five Year Review. The options available were to accept last year’s outside reviewer’s report, request a new outside review this year, postpone the process for one year, or submit questions to the Economics Department to augment the information provided in last year’s review and response.

   After discussion relating to these options, Opp and Lopus noted that the draft of the new Program Review Schedule dated 9/30/99 has the Economics BA and MA up for review in 2000 - 2001. Additionally, since the program review document is being revised for next year, it was **M/S/P** that the best solution would be for the Economics Department to undertake a complete and thorough review next year with a new outside reviewer. (Yea 8, No 0, Abstentions 0)

7. **Consideration of Draft of CAPR’s Response to the School of Business Five Year Program Review**
   **M/S/P** to accept CAPR’s response. (Yea 8, No 0, Abstentions 0)

8. **Consideration of Draft of CAPR’s Response to the TESOL Program Review**
   **M/S/P** to accept CAPR’s response. (Yea 8, No 0, Abstentions 0)

9. **Consideration of Draft of CAPR’s Response to the Music Department Five Year Program Review**
   **M/S/P** to accept CAPR’s response. (Yea 8, No 0, Abstentions 0)

10. **Motion to Adjourn:** **M/S/P**
    Because several committee members will be out of town on January 6, the next CAPR meeting may be postponed or rescheduled. Chair Acord will let us know.

    The meeting was adjourned at 3:50 P.M.

    Respectfully submitted,
    Jane Lopus
    (substituting for Jennifer Laherty, Secretary)