Members Present: Carol Castagnozzi, Margaret Desmond, Susan Gubernat, Jiasheng Guo, Chair Michael Lee, Chris Lubwama, Provost Frank Martino, Steve Peng, Assim Sagahyroon, Michael Strait

Members Absent: Beverly Dixon, AS representative Jack Wu

Visitors: William Langan, Chair, Philosophy Department; Emily Brizendine, Associate Dean, College of Education and Allied Studies

Chair Lee called the meeting to order at 2:01.

1. Approval of the Agenda
   Lubwama moved that the agenda be approved. M/S/P

2. Approval of the Minutes for the meeting of February 6, 2003
   Assim Sagahyroon asked that the minutes be modified to reflect the correct attendance list for the January 16 meeting. Sagahyroon moved that the minutes be approved as modified. M/S/P

3. Report of the Chair
   Chair Lee informed CAPR that he had made a mistake in his February 6 report. Emily Stoper had asked to be given an extension for document submission until April 1. CAPR gave its approval for this extension.

   Chair Lee attended a meeting of EXComm on February 11 to answer questions about CAPR’s decisions regarding (a) five-year reports for outside accredited programs and (b) department grading practices as they relate to academic standards. Both decisions were somewhat controversial at the ExComm meeting. At that meeting, various objections were proposed to allowing outside accredited programs simply to submit evidence of a successful accreditation in lieu of an internal document complying with 00-01 CAPE 7. While ExComm referred CAPR’s recommendation to the full Academic Senate without modification, most likely the recommendation will be amended on the Senate floor. A minimum modification would be to recommend that outside accredited programs submit the same statistics as other programs in addition to information relevant to the tenure-track allocation process. Similarly, CAPR’S recommendation concerning academic standards was referred without modification to the full Academic Senate. EXComm did, however, have a discussion about whether CAPR’s recommendation would lead to efforts to standardize grading and impact programs with different grading patterns. Chair Lee suggested that members of CAPR attend the next meeting of the Academic Senate.

   One of the EXComm members asked for a full list of outside accredited programs Dean Bellone compiled that list that included the following programs: ART BA/BFA, Music BA/MA, Public Administration MPS, Speech Pathology and Audiology BS/MS, Business BS/MBA, Teacher Credential Programs, Educational Administrative Credentials, Chemistry BS, and Nursing BS. Social Work has applied for accreditation and has been granted candidacy status.
but cannot be officially accredited until the program has produced graduates. CSUH offers 48 bachelors degrees and 30 masters degrees for a total of 78 degrees. Of these 78 degrees, 11(14%) are accredited.

Susan Correia of the Senate Office informed Chair Lee that May 16th will be the deadline for the documents to be received by the Senate Office and have time to be presented to EXComm and the Academic Senate by the end of the year. Anything after that date will be presented to the Senate in the Fall quarter. Using May 16 as the endpoint, CAPR has only five meetings to prepare documentation that could go to the Academic Senate this year: March 6, April 3, April 17, May 1, and May 15. Clearly, CAPR will need to have an extra meeting on May 29 so that we can delay all non-review business until that meeting. In addition, for CAPR to have any effective consultation in the process of the tenure-track requests, April 3 will be the latest date for CAPR to review the Tenure-Track requests and submit its recommendation to the Academic Senate by mid-April.

For the purpose of clarification, Susan Correia noted that the last Ethnic Studies program review before the present review was 95-96 and was certified by CAPR in 96-97, and the next review was due five year later in 2000-2001. CAPR should thus specify that the next review from Ethnic Studies is due 2005-2006. Chair Lee asked Susan Correia to make this change in our Ethnic Studies document and send it to the Academic Senate.

Chair Lee commended Susan Correia on her fine work in taking over full responsibilities in the Senate Office.

Chair Lee asked that Provost Martino address the topic of CAPR’s involvement in the tenure track hiring process this year. Chair Lee asked specifically whether CAPR will be expected to evaluate tenure-track requests from the Dean’s again. What would be CAPR’s time commitment? Can CAPR be given some indication about whether its input will be taken into account in any substantive way? Should CAPR ask the Deans to attend a CAPR meeting to discuss the tenure-track requests? With information from the Deans, CAPR would be better informed to match the Deans’ requests with the five-year plans submitted by the programs.

Chair Lee asked whether Dr Martino could encourage Institutional Records to develop a better format for the statistics required in item 4 of the Self-Study. Improvements are needed so that the printouts will be more legible and understandable.

4. Report of the Provost/Vice President Academic Affairs

Provost Martino reminded CAPR that the President has distributed a second memo regarding potential budget cuts for next year. He also reported on the status of the budget deliberations. The President and the Provost are meeting with the Deans of the four Colleges regarding how they might reduce their budgets. He reported that should we get the January budget and student fee increases, we will still have a 10% cut over last year’s budget. The cut this year was not felt by faculty because teaching was untouched. Cuts were in the areas of service and staff; however, delivery of services is taking longer, and more cuts would be severely felt by students. For this next budget, faculty may expect less course sections being offered, but no reduction in enrollment. Thus, larger class sizes may be requested.
5. Discussion of CAPR Response to Philosophy Department’s Five-Year Review

A discussion ensued regarding the kind of language to be used in the CAPR responses. Some CAPR members believed that the language in the response to the Philosophy Department was too technical and encouraged some language of a more supportive nature. Other members believed that CAPR should respond in an analytical way to the information provided by the program. Additional discussion focused on the Philosophy’s desired ratio of instructors to tenure-track. The program’s five-year review asks for only 60:40% while the University goal is 75:25%. CAPR recommended that Philosophy set the 75:25% ratio as a long-term goal. CAPR also noted that the Philosophy was reducing its course requirements to 180 units. Jiansheng moved that contingent upon receiving the Philosophy Department’s new five-year plan including all CAPR requests for modification (lecture/tenure track ratio; total of 180 units for program) that CAPR recommend continuation of the program. M/S/P

Jiansheng also moved on including an addendum to our response that includes evaluative comments on the substance of the program. M/S/P

6. Discussion of the new referral from ExComm regarding Program Reviews

The Chancellor’s Office has released new guidelines for five-year program review, and EXComm has asked CAPR to respond to these guidelines and recommend how these new guidelines might modify the existing CAPR 7 document. Chair Lee stated that for CAPR to respond to the guidelines several issues need clarification:

(a) Is there any requirement in the guidelines that is not specified in CAPR 7?
(b) What is meant by the statement regarding changing the time of the five-year plan?
(c) What effect will any changes have on the outside accredited programs? Does CAPR need to revisit what it passed several years ago regarding accredited programs?
(d) Is CAPR charged with getting such information to the faculty—to serve as the conduit?

Lubwama moved that the meeting be adjourned M/S/P

The meeting was adjourned at 3:51

The next meeting of CAPR is on March 6, 2003.

Respectfully submitted,
Margaret Desmond