CALIFORNIA STATE UNIVERSITY EAST BAY
COMMITTEE ON ACADEMIC PLANNING AND REVIEW

Approved Minutes of the Meeting of February 17, 2005

Members Present: Farnaz Ganjeizadeh (replacing Zong), Kim Geron, Vish Hegde, Michelle LaCentra, Julie Norton, Janet Patterson, (Interim Chair) Berna Polat, Linda Smetana, Gale Young

Members Absent: Judy Clarence, Sally Murphy, Asha Rao, Helen Zong

Guest: Don Sawyer

Interim Chair Patterson called the meeting to order at 2:12 pm.

1. Approval of the Agenda
Agenda approved

2. Approval of the minutes of February 3, 2005
Minutes approved as written

3. Report of the Chair
Interim Chair Patterson reported that the business of CAPR was moving forward as scheduled

4. Report of the Presidential appointee
Presidential Appointee Young reported that Provost Clark expressed appreciation for the work of CAPR, particularly with respect to comments on the tenure track proposal process and the sense of coherence CAPR has brought to the task.

Young also reported that an assessment model was recently sent to CAPR members by Roseanne Hogan. Young requested that CAPR consider this model in its discussions on assessment.
Action: CAPR agreed to place discussion of this item on the next agenda.

5. New Business
a. Department of Statistics request for delayed five year review
Action: Motion (Smetana; second Geron) to accept the request
Motion approved
Statistics Department 5 year review prescheduled for the 2005-2006 AY

b. Department of Biological Sciences request for delay in submission of Outside Reviewer’s Report
Action: Motion (Smetana; second Norton) to accept request
Motion approved
Department of Biological Sciences Outside Reviewer’s Report deadline for submission delayed until April 6, 2005
6. Old Business
   a. French/Spanish Program Review (MLL)
      H. Zong’s report reviewed; comments follow
      • CAPR agrees with the intent of the report
      • *Action:* Suggested revisions forwarded to Zong for second draft
   
   b. Review of first draft of revised principles from "Committee A procedures"
      • Young requested that an initial draft of the revised principles be made available for the WASC site visit in March
      • *Action:* Murphy to prepare revised draft and send to CAPR members via email by 2/23/05; draft to be reviewed at 3/3/05 meeting
   
   c. Discussion of Graduate Multimedia Five-Year Review document
      • Packet of information provided by Department Chair James Petrillo
      • L. Smetana will review the packet and determine if the information adequately addresses the questions posed to Chair Petrillo; if adequate Smetana will proceed with report
      • *Action:* J. Norton will contact Chair Petrillo to request that the department identify its plans to implement goals listed in the program review
   
      • Document review completed
      • *Action:* Patterson to prepare draft of comments for review at 3/3/05 meeting
   
   e. Engineering Five-Year Review (Outside Accredited) document
      • Norton reported that document has been sent; item completed

7. Adjournment
   Meeting adjourned at 3:40 pm

Respectfully submitted

Janet Patterson
CAPR Secretary