Members present: Vish Hegde, Asha Rao, Sally Murphy, Farnaz Ganjieadeh, Michelle LaCentra, Julie Norton (Chair), Judy Clarence, Rosann Hogan, Linda Smetana

Members absent: Janet Patterson

Visitors present: Marvin Lamb, Marilyn Silva, Tom Hird, Dean Leung

1. Approval of the Agenda
   (Motion LaCentra, second Murphy)
2. Approval of the minutes from previous meeting(s)
   Approved
3. Report of the Chair
   none
4. Report of the Presidential appointee
   none

5. New Business
   a. Five year review for Theater, with Department Chair Hird
      i. Committee members discussed assessment issues - difficulties in getting
         students to provide assessment feedback and suggested it be included in
         the capstone courses, tapping into alumni for feedback.
      ii. Also discussed were budgets and the department needs, the fact the
         Music and Theater share one chair, and the potential conflicts that arise
         in combined departments with diverse mandates and needs.
   b. Five year review for Psychology, with Department Chair Lamb and Dean Leung
      i. CAPR discussed department needs in hiring, current staffing, and
         program growth plans

6. Old Business (carried forward from previous meeting)
   a. Review and discussion of the proposed modifications of the CAPR document
      regarding Program Evaluation and Planning. The committee discussed the
      following:
         i. The possibility of eliminating the external review and is soliciting
            feedback from other universities
         ii. The criteria for evaluating new programs
         iii. Asking programs to submit more specifics in their strategic plans – for instance
              their percentage of anticipated growth, scheduling and class size, expenditure
              for full and part-time faculty
   b. Discussion/approval of the draft final International Studies 5-year Review
document
      i. Discussed CAPR’s draft of recommendations, raised the issue of
         collaboration between departments and schools that are essential for this
         program and important for many others we review
   c. Discussion/approval of the draft Geology 5-year Review document
     Continued
   d. Discussion/approval of the draft Physics 5-year Review
     Continued
e. Discussion/approval of the draft Statistics 5-year Review
   *Discussed*

f. Discussion/approval of the draft Speech Pathology & Aud Review
   *Continued*

g. Discussion/approval of the draft Art 5-year Review
   *Discussed*

h. Discussion/approval of the draft Geography & ES 5-year Review
   *Continued*

i. Discussion/approval of the draft Biology Review
   *Continued*

j. Discussion/approval of the draft Marine Science Review
   *Continued*

k. Discussion/approval of the draft Environmental Science Review
   *Continued*

l. Discussion/approval of the draft Math & Computer Science Review
   *Continued*

m. Referral regarding the use of “schools” as an organizational unit
   i. *Discussed the criteria necessary for a program to qualify as a school*

Meeting adjourned 4:05

Respectfully submitted,
Asha Rao
Secretary