Minutes of the meeting of December 6, 2007

Present: Jiansheng Guo, Barbara Hall, Tony Lima, Aline Soules, Jason Singley, Jay Tontz, Colin Ormsby (Presidential Appointee), Khal Schneider, Linda Smetana, Margaret Wright

Absent: Denise Wong

Visitors: Kyzyl Fenno-Smith (Coordinator, Information Literacy Program), Myoung-ja Lee Kwon (University Librarian)

Meeting convened at 2:00 pm

1. Approval of the Agenda
   Approved.

2. Number 2 was nonexistent in agenda due to a typo.

3. Approval of the Minutes of the meetings of November 1, 15, and 29, 2007
   Approved unanimously (Singley move, Tontz second).

4. Report of the Chair
   a. Library Advisory Committee representative
      Smetana will represent CAPR on the Committee. Approved.
   b. MOU for Liberal Studies
      Update members of the MOU meeting.
   c. CAPR Ethnic Studies
      Will be discussed and voted on at this meeting.
   d. Pending CAPR reports
      According to Janet Patterson (past CAPR Chair), CAPR reports need to be produced soon after discussion meeting, since MOU meetings would require CAPR recommendations in its report. Tontz comments that College Deans should know each program well and they may be able to work without CAPR reports.

5. Report of Presidential Appointee
   a. Institutional Research Data
      FTES head counts will be available before next CAPR meeting for programs’ 5-year review use.
   b. Liaison contact target programs for 5-year review
      CAPR liaison may inform the to-be-reviewed programs of the availability of data.

6. Number 6 was nonexistent in agenda due to a typo.
7. Old Business
   a. Confirmation of email votes for Computer Networks and Construction Management proposals
      Confirmed and approved unanimously (Tontz move, Lima second).
   b. What is “University Master Plan” mentioned in CAPR mandate document?
      Soules queried Carl Bellone. It is the list of all programs that are registered in the CSU Chancellor’s office.
   c. Annual monitoring of French/Spanish programs
      Approved. No need for future monitoring, as determined by reading the programs’ annual report. Soules will report to ExComm.
   d. Annual monitoring of Geology
      Approved. No need for future monitoring, as determined by reading the program’s annual report. Soules will report to ExComm.

8. New Business
   a. Information Literacy Review
      Kyzyl Fenno-Smith (program coordinator) gave an overview of the program and review. Tontz asked if there is any way to separate teaching workload from library service, commended the program’s service, and pointed out the SFR calculation issue. Guo asked if there was any plan to make Information Literacy a minor or major program. Fenno-Smith clarified issues, and responded that there is no current plan to develop the program into a minor/major one.
   b. Ethnic Studies CAPR Report (Guo)
      The report was approved in principle, but it was suggested that the Executive Summary page be amended to be less of a repetition of the first section of the full report. Guo will edit this and members will deal with the revision by email.
   c. Philosophy CAPR Report (Geron)
      Approved, pending revision of one clause.

9. Other Business
   None

10. Adjournment
    Meeting adjourned at 4:00 pm

Respectfully submitted
Jiansheng Guo
Fall Secretary