CALIFORNIA STATE UNIVERSITY, EAST BAY
COMMITTEE ON ACADEMIC PLANNING AND REVIEW

Minutes of the meeting of November 29, 2007

Special additional meeting to discuss LHLS new programs at the request of the Executive Committee of the Senate

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

Apologies: Khal Schneider, Linda Smetana, Denise Wong,

Guests: Carl Bellone (AVP Academic Programs), Chris Chamberlain (LHLS), Henry Reichman (Senate Chair), Donald Sawyer (President’s Chief of Staff), Jodi Servatius (CEAS Interim Dean), Melany Spielman (LHLS Chair)

Meeting convened at 2:10 pm

1. Before the meeting formally started, Reichman briefly explained the background context for this meeting.

2. Spielman distributed to CAPR members four revised proposal documents: 1) B.S. in Hospitality proposal, 2) M.S. in Recreation proposal, 3) a summary sheet of 4 requests to CAPR by LHLS, and 4) LHLS student learning outcomes.

3. New program B.S. in Hospitality Management
   a. Servatius: expressed appreciation of the meeting, and acknowledged some unclear contents in the earlier versions of the documents.
   b. Spielman: briefly presented the program proposals and highlighted the various updates to the earlier versions of the documents.
   c. CAPR questions & discussion
      -- online only program or hybrid: At the moment, the need is only for online
      -- assessment of online learning: The performance of online students is comparable or better than face-to-face environments
      -- prerequisites: 1,000 hours of field experience is required, as is field experience
      -- students’ ability to handle the online environment: there is a face-to-face orientation before the program starts
      -- CAPR’s parameters for approval? CAPR approves the program; the College and Program decide on the delivery method
      -- Concern regarding the phrase “resources are not needed”: the University provides resources and funding goes to FTES as a general policy. This, however, does not translate to support for resources such as library, IT, etc.
   d. CAPR decision
      Tontz moved to approve, Singley second, unanimous vote in favor

4. Modification of M.S. in Recreation
   Singley move to approve, Tontz second, unanimous vote in favor
5. **New program M.S. in Recreation**  
a) **CAPR questions and discussion**  
   There was confirmation that the vote is for the program, not the delivery  
b) **CAPR decision**  
   Singley move to approve, Lima second, unanimous vote in favor

6. **Discontinuance of Option in Hospitality in the B.S. in Recreation**  
   Singley move to approve, Tontz second, unanimous vote in favor

7. **Soules will draft CAPR report for the above decisions for the Executive Committee of the Senate and will email to CAPR for comments.**

8. **Adjournment**  
   Meeting adjourned at 3:20 pm

Respectfully submitted  
Jiansheng Guo  
Fall Secretary