

Tuesday, April 16, 2013

1:30 p.m.-2:50 p.m.

SAC Hall 275

Members Present: Amata, Biagetti, Holland, Judge, Margoniner, Melzer, Meyer, Michael, Newsome, Pinch, Russell

Guests: John Ingram, Jeffrey Brodd

Minutes

I. Information Items:

a. Liaison reports: sent via email

- Program Review Oversight Committee (PROC) – Ben A.

PROC met yesterday. Don Taylor has 9 program reviews coming this fall. He will forward the names of the program review chairs to CPC as a courtesy once they are selected.

Discussed the Masters in Public Policy program review team report.

Discussed the definition of the program and the thorny issue of how it relates to assessment. What “programs” should be assessed?

- Curriculum Subcommittee – Kath Pinch

The committee is catching up and they are almost to the current list.

b. Faculty Senate and Senate Executive Update

- Service Learning on Faculty Senate Agenda as first reading on 4/18
- E-Learning Policy on Faculty Senate Agenda as first reading on 5/2

c. Report from Graduate Dean

- GSPC finalized credit hour definition

d. Report from Associate Dean for Undergraduate Studies

- Federal government has changed the repeat policy. Students that have passed a course (D- or more) cannot retake the course more than once (revised after Biagetti conversation with Ed Mills) and get it paid by government financial aid (e.g. Pell grants). Will be a problem for students taking less than 12 units. State will probably follow soon.
- There are probably curricular changes that can help.
- We may need to stop differentiating between the different levels of passing.
- Grading scale ABCD is defined by the chancellor’s office. D is passing.

- Independent studies will only be able to be taken twice (revised after Biagetti conversation with Ed Mills), so we may need 199A, 199B, 199C

II. Action Items

a. Nomination of the Chair for CPC

The nominations were conducted by Lana Sysa, Faculty Senate staff. Stephanie Biagetti and Kath Pinch were nominated; Kath Pinch withdrew her name from the nominations. Stephanie Biagetti was elected by acclamation as committee's nominee for 13/14 chair. Her name will be forwarded to the Faculty Senate as the committee's nominee.

b. Approval of minutes from April 2, 2013 (Thanks Ben Amata)

Minutes were approved

III. Discussion Items

a. New Business: **TIME CERTAIN 1:45** Program Review Policy Revision (guest: Jeffrey Brodd)

- New policy and a manual to facilitate the program review process. Manual includes SLO rubrics.
- Stephanie pointed out that item I (Introduction and Rational) of the policy must more clearly differentiate between policy and background.
- 5-step to 6-step process
- There is a concern that the procedure manual (which is available to all) be kept aligned with the policy so there are no surprises. Any substantive change would have to be reviewed by CPC.
- Motion to move the policy (and courtesy manual) forward to the executive committee, which will then be forwarded to the senate.
- Stephanie will meet with Janet to make sure the language in I is OK. Language may change but ideas will not.
- There may be minor changes done to the manual (SLOs more specifically)

b. New Business: CPSP revisions to charge

- Council for Preparation of School Personal proposed policy changes
- Motion to forward revisions approved

c. Old Business: Timely declaration of major – attachment sent via email

- No comments. Move to forward approved.

d. Old Business: Special Majors (S. Meyer) – not discussed; will be moved to next agenda