

# CAB Meeting Minutes

February 3, 2014

SSC 122-124

2:00 – 4:00 PM

**Present:** Kate McCarthy, Kim DuFour, Nicole McAllister, Jason Clower, Kent Sandoe, Jacque Chase, Diana Flannery, Matt Blake, Jim Pushnik, Jodi Shepherd, Baohui Song, LaDona Knigge, Bill Loker, Ryan Patten, Tony Waters, Laird Easton, John Mahoney, Charlene Armitage, Kara Maas, Julie Holland, and Chris Nichols

1. Appointment of note-taker: LaDona Knigge
2. Announcements
  - a. We do not have enrollment data yet, Charlene will have the minor enrollment data soon, and Kim will present course enrollment data after census..
  - b. Pathway librarians are putting together pathway resource guides. Tell Jodi if you want to participate. Kate has included a link to the site in her pathway materials.
  - c. Bill Loker announced that there was a good article on Capstones in the journal *Peer Review*.
3. Approval of 12/09/13 minutes
  - a. Kate stated that #6 from minutes did not include final decisions that were made as the larger part of the refresh discussion has not yet occurred.
  - b. Bill Loker asked about item 10b.ECON 340 was approved as WI but has never been offered as such. Has it been offered as WI this semester? Yes.
  - c. Ryan Patten made a motion to approve the minutes, Tony Waters seconded. Motion approved.
4. Pathway Updates and Reminders
  - a. Kate gave reminders of tasks for p/w coordinators to complete for the new semester:
    1. If you did not receive a syllabus for a class in your pathway last semester, require one for this semester (especially slashed courses).
    2. Continue to do classroom visitations to promote the p/w and minors
    3. Check in with faculty and see how they are doing
  - b. Kate asked if there are any symposiums or end of year activities planned for p/w?
    1. Ryan Patten reported on Poverty Simulation in EJP p/w that is occurring in several classes
    2. Kate states the Diversity p/w was going to participate in the MCGS symposium. There was discussion if the MSGS or BSS symposium would be a 'better' venue.
    3. Diana Flannery asked about HIST/ASST 377 global culture class as she does not have any upper division GC classes in her p/w. Laird Easton stated that history would work on it.
  - c. Bill Loker mentioned that GE is frequently mentioned as a topic in the Provost Wei's Possibilities Conversations with comments ranging from 'too much GE' to "too complicated." We need to do a better job of communicating what GE is and how the program works. Bill

suggested that we revive the communications subcommittee. Some ideas for increasing knowledge about GE were discussed. There will be 35 new faculty hires next year and it was suggested that we have a brochure to give to new faculty to explain learning and teaching goals in GE.

5. Pathway Coordinator elections

- a. The following pathways will hold elections for coordinators this spring: Diversity Studies, Ethics Justice & Policy, Gender & Sexuality, International Studies, and Sustainability.
- b. Call for nominees should go out early April for mid-late April elections. Kate will send out announcement to all faculty asking for nominations. The vote consists of one vote by chair (or designee) of every department with courses in that p/w.

6. Assessment activity spring 2014

- a. Updates to SLO matrix – Kate gave each p/w coordinator an updated SLO coverage matrix for pathway. The goal is to have an accurate version on the GE webpage. Each pathway coordinator is tasked with verifying the truth of the SLO matrix. The due date for returning the marked up, updated matrix is the March 10<sup>th</sup> meeting just before spring break. This may require contacting faculty that teach courses or key pathway members. This provides an opportunity to reduce the number of SLOs for classes that seem to an excessive number. There was a discussion about possible ways to make the matrix more ‘user-friendly’. Remember that each class must cover at least two SLOs and all SLOs must be covered in the p/w.
- b. Oral Communication Assessment is the farthest along. Faculty have been surveyed and we have asked to be allowed to attend presentations for assessment purposes. The targeted classes are CMST 131 and 132 Foundation courses and one lower division and one upper division course from each pathway.
- c. Active Inquiry Assessment: Diana Flannery reported that they had a 38% response rate to their survey and need a better response. She will send the url for the survey to pathway coordinators who are asked to send a message those teaching courses in p/w with AI SLO and ask them to take the survey if they have not (they do not have data about who has taken the survey and who has not).  
Survey link: <http://questionpro.com/t/AKltbZQg07>
- d. Diversity Assessment has had a good response to its survey; assessment plans are being developed.
- e. Bill Loker reminded us that everyone is expected to take part in assessment and reported WI assessment from 2012-13 had:  
Fall 2012: 597papers in 183 courses, each had two readers, only 14 of those papers were UD courses.  
Spring 2013: 479 papers in 170 sections of courses, each had two readers and 46 of those papers were UD. It was also noted that the student papers had identifiers so

the same students could be assessed again to measure their progress. All WI courses were contacted and asked to participate. The papers were submitted by students. A random sample of three papers was drawn from each course that submitted papers. They still need to reconcile the papers that greater than 1 in the difference of rating by the 2 evaluators.

7. Action item: Applications for US Diversity status. Jason Clower presented a brief summary of the following courses that the committee reviewed syllabi and recommended for diversity status.

- HIST 335 Women and Gender in American History
- HIST 433 The Civil War and Reconstruction
- HIST 445 History o California
- HIST 446 History of the American South
- HIST 454 Modern American Radicalism
- HIST 452 Borderlands [of Colonial North America]
- POLS 365Z Justice System Administration
- POLS 401 Sexual Minorities, Law, and Politics
- PSYC 151 Sociocultural Context of Psychological Development
- SOCI 335 Women, Work, and Family

Nicole McAllister made a motion to approve the courses for USD status; Bill Loker seconded the motion and it passed unanimously. USD status will have to be advertised and if approved will take effect in fall 2015 semester. It was suggested that they all be 'bundled' together for submission for approval. The remaining nine will be presented to CAB when the evaluation is complete. Charlene noted that p/w coordinators do not make USD substitutions as that does not fall under GE. It is done in her office. It was also noted that faculty generally cannot make GE substitutions. The inquiries should be send to p/w coordinators.

8. Other – Diana is doing a city-wide wood smoke study and asked if she could contact CAB members about her survey. Chris Nichols inquired about a capstone substitution for two linked required courses in CHEM that are each 2 units.
9. Meeting was adjourned.

**Next meeting:** Monday February 17, 2:00-4:00 PM, SSC 122-124