

DRAFT CAB MINUTES

March 1, 2013

SSC 122-124

1:00 - 3:00 PM

1:00-1:30 PM: Pathway Coordinators' exchange

Present: Kate McCarthy, Bill Loker, Clarke Steinback, Jim Pushnik, Jesse Dizard, Tim Sistrunk, Dennis Rothermel, Ryan Patten, Jessica Clark, Daniel Veidlinger, Sara Cooper

1. Appointment of note-taker: Bill Loker
2. Review of Coordinator job description and report form

McCarthy reviewed the revised job description for Pathway coordinators and a reporting template for reporting on PW coordinator activities. Cooper moved/Patten seconded the adoption of the proposed job description. Passed unanimously. PW coordinators discussed frequency and timing of reporting on activities. Decided on an annual report due each spring before the annual CAB report to the Academic Senate. Patten moved/Cooper seconded the adoption of the Pathway coordinator annual report format. Passed unanimously.

3. Other
 - a) Sara Cooper presented on the Wiley Webinars and let people know that there were additional topics beyond assessment. She reviewed the Wiley webinars for March and will forward link to PW coordinators. Coordinators should indicate interest to Sara Cooper by 3/11/13.

1:30 PM: Full CAB

Present: Kate McCarthy, Bill Loker, Clarke Steinback, Jim Pushnik, Jesse Dizard, Tim Sistrunk, Dennis Rothermel, Ryan Patten, Jessica Clark, Daniel Veidlinger, Sara Cooper, Jodi Shepherd, Charlene Armitage, Kara Maas, Matt Blake, Holly Soldavini

1. Appointment of note-taker: Loker
2. Announcements and emergent issues
 - a) Updated subcommittee list was reviewed.
 - b) Academy e-Learning summer 2013: Loker urged PW coordinators to encourage faculty teaching WI courses to apply to AeL as this type of support for writing was one of our demands in raising the caps on WI courses. Participants can be "teams" of PW faculty, or linked by discipline across Pathways.
 - c) CSU NorCal Symposium on Critical/Creative Thinking, (CSU East Bay, Friday, April 26, 2013): Loker also invited participation in the mini-conference on Critical and Creative Thinking at CSU East Bay on April 26. McCarthy, Daniel Veidlinger, Dennis Rothermel indicated they would attend. Loker will present at that conference on the assessment of Critical Thinking carried out in Fall 2012.
 - d) Other

- i. There followed a brief discussion of policy regarding substitutions for the diversity requirements. This is CAB responsibility even though these are non-GE graduation requirements. There was also a brief discussion of substitutions involving courses new to GE, such as CDES 307. These courses will not be accepted for GE credit except when these are the only hold-up to immediate graduation.
- ii. McCarthy asked PW coordinators what they are doing about assessing the intellectual coherence of their Pathways. Dizard mentioned that the International Studies is doing “informal assessment.” There are questions about the expected outcomes or competencies of these minors. Discussion ensued. Pathway coordinators asked if there is a way to contact students who have declared minors in their Pathways. Charlene Armitage said she would look into this.
- iii. GEOG 103: The course is requesting US Diversity status. It is also requesting a change of GE status from Individual and Society to the Foundation area of GE. It was not clear which area of the Foundation was being requested. It was decided that the change in GE area needed review and approval from CAB and should be advertised to the campus community through the Intent Memo process.
- iv. The timeline for curricular changes in GE (substitutions, etc.) was discussed. These changes would have to reach CAB by 3/29 to be reviewed this semester.

3. Approval of 2/15/13 minutes: Approved

4. Update: Senate action on WI revisions to EM 10-01, next steps

McCarthy led a discussion of the Academic Senate action on proposed changes to the WI policy in GE. After much debate and several close votes to amend CAB-proposed changes, the Academic Senate voted to accept CAB’s proposed changes. An important element of this change is to allow WI substitutions of major courses not in GE to fulfill the writing requirement. Kara Maas agreed to develop a substitution form for WIs. WP courses will have to be course level substitutions (not class or section level) and will only be open to majors in those programs. Other non-WP courses applying for WI status will be open to any student. The cap of 30 should be applied to WI substitutions.

5. Review of spring 2013 Pathway enrollments

Loker provided a brief discussion of enrollment trends in Pathways and GE overall, noting the adequate capacity at the lower division and the very tight enrollments at the upper division, due to the 15% decline in the number of seats in the upper division. This was discussed with Department Chairs at the Chairs Council earlier on Friday.

6. Subcommittee reports

a) Assessment

The Assessment subcommittee reported on the results of the Writing assessment to date. There are about 65 pieces of student work that need further review to reconcile widely varying scores or to provide missing scores. Loker, McCarthy and Fosen will read student work as needed. The results of the Critical Thinking pre- and post-test were presented by Loker. Statistical analysis revealed no significant differences in the pre-test scores across sections, significant gains overall in CT comparing pre- and post-test scores. While certain sections stood out in terms of learning gains (PHIL 102-01 and PSYC 100, particularly) there were no overall patterns across sections or courses worthy of note. Next year, CAB will assess Oral Communication and Diversity in the GE program.

b) Communications/website: no report

7. Discussion and possible action on Pathway Coordinator job description and report: Approved as revised by PW coordinators.
8. Discussion and possible action on WI status of HUMN 281 spring 2013

Dennis Rothermel requested CAB provide WI credit to students in two sections of HUMN 281 in spring 2013. Initially only one section was designated as WI, but Rothermel merged the two sections into one class of 55 and provided writing instruction to all the students. After discussion of WI caps and policies, Patten moved/Pushnik seconded that WI credit be provided to all students in these sections. Approved. Armitage indicated that she would make this happen.

9. Adjourned at 2:55 PM

Next Meeting:

- Friday 3/15/13, 1-3 PM, SSC 122-124 (Coordinators 1:00, full CAB 1:30)