

CAB MINUTES

March 29, 2013

Kendall 207-209

1:00 - 3:00 PM

1:00: Pathway Coordinators' Exchange

Present: Kate McCarthy, Eugenie Rovai, Ryan Patten, Daniel Veidlinger, Tim Sistrunk, Sara Cooper, Jim Pushnik, Clarke Steinback, Dennis Rothermel, Bill Loker

1. Appointment of note-taker: Daniel Veidlinger
2. Holly Nevarez , Director of Civil Engagement spoke about the Civic Learning Institute program which is Wed May 29th from 9am – 4pm. There will be a \$150 stipend for those attending, and an option to participate in a 2-day intensive FLC June 3-4 as well. She wishes for Coordinators to contact faculty teaching courses with a Personal and Social Responsibility SLO and request that they think about attending. Please send her a list of these faculty as well so she can also contact them.
3. We decided to put the Pathway SLOs onto the GE website. Please send a list of these SLOs to Kate McCarthy by April 12. Most pathways have these written up but for those that don't please send proposed SLOs to involved faculty for their approval, then send to Kate.
4. There was some discussion about whether and how to assess pathway SLOs. This would be done at a pathway level by coordinators. Jim Pushnik suggested that there is a way to follow the students more closely through the pathway but we would need to get permission from Human Subjects to do this.
5. A list of courses for this semester's (Sp 2013) Writing Intensive assessment was handed out. We are reminded to start thinking about contacting the instructors to tell them to upload student work onto the STEPS system. We will be notified shortly when the system is ready and when to actually tell the instructors to prepare things from their end.
6. It was noted with pride that the meeting finished thirty seconds early at 1:29.30

1:30: Full CAB

Present: above plus Matt Blake, Holly Soldavini, Kim DuFour, Charlene Armitage, Kara Maas, Hyunjung Kim

1. Meeting began with an acknowledgement of the death of Melissa Groves and her valuable contributions to the university community.
2. Sarah Cooper asked members to consider attending the ITL summer institute on using E-Learning technology in Long Beach on July 9-11, 2013.

3. Discussion about whether to start a new GE course application process through CAB first or through the normal intent process. The issue is that some courses would only be run if they are accepted into GE. Therefore it may waste time to go through the intent process if CAB does not end up accepting the course into GE. As such, it may be more efficient to start such a process by having the course approved by CAB, and only then forwarding it to the other offices to get it on the books. It was suggested that a check box be added to the new GE course application form asking if the course will be run anyway even if it does not get GE status. Such a box could help determine who should look at the course proposal first in order to save everyone's time. No decision reached, this will be discussed further with Kara Maas and her office.

4. Motion approved to replace Sara Cooper as coordinator of Gender and Sexuality Pathway with Diane Flannery of the HCSV department for 2013-2014. We wish Sara well as she directs CELT.

5. Minutes for CAB meeting 3.15.2013 approved pending addition of attendees Charlene Armitage and Jim Pushnik who were left out of the list.

6. Communications committee shows video put together by the Civil Engineering program (but directed to all students) that helps to guide students through the GE program. They are also working with Tom Welsh in Communication Design to develop shorter videos explaining various aspects of GE. The video was well received by CAB, but some people expressed that it was a little long at 9 minutes. There are some mistakes in its presentation of GE and there are plans to revise the video. It was felt that the video should emphasize the meaning behind the different pathways and the program as a whole, rather than treating it like a series of boxes to check. The philosophy behind GE should be touched upon in the video, and perhaps Kate McCarthy or a student can talk about it in future versions.

7. There was a proposal to remove the WI/C designation for capstones and replace it with a C since all capstones are WI. No decision.

8. Assessment subcommittee reports that the WI assessment from Fall 2012 is not yet complete

9. WI committee encourages applications for substitutions. A new form should be ready next week. The new catalog will have a list of WI, Capstone and other approved substitutions clearly laid out.

10. RELS 224 is not a WI course, and this should be changed to reflect the reality.

11. Bill Loker presents a spreadsheet showing that lots of students have not taken foundations courses yet and the number of students who still need foundation courses keeps getting bigger as new students enter. This is likely to impact the 4-year graduation targets unless the situation is dealt with. The Provost will try to put money into more sections of these courses and possibly have labs available on Saturdays. There is pressure because of a 2 labs requirement at Chico (the CSU system requirement is 1 lab).

12. Pathway Minor demographics: There was interest in getting access to lists of declared minors on the part of pathway coordinators. Loker presented what is known about demand for

pathways, based on what courses are filling. Loker reports he has asked deans to expand UD offerings.

13. APCG 110 application for inclusion in sustainability pathway is discussed to fill an opening in the LD arts cell. There was some doubt about the amount of course content actually related to sustainability. Motion approved to see an updated syllabus with more sustainability content and to decide on course approval for GE sustainability pathway based upon that syllabus.

14. Pathway Coordinator Elections: The chair of the department that has a course in the pathway will cast the vote. Request for Kate McCarthy to send the nominee list by email. CAB is encouraged to resend the call for nominees to instructors already teaching in the pathways.

15. LAST 120 should have GC status. CAB will forward documentation to Kara Maas to confirm this status.

16. Meeting Adjourned 2:48