

**CAB Minutes**  
**8/24/12**

**Present:** Kate McCarthy (chair), Holly Nevarez, Jodi Shepherd, Kris McPeak, Daniel Veidlinger, Sara Cooper, Melissa Groves, Jesse Dizard, Jim Pushnik, Bill Loker, Kim DuFour, Ryan Patten, Matt Blake, Hyunjung Kim, Sarah Pike, Holly Soldavini, Kara Maas, Clarke Steinback, Jessica Clark

1. Welcome and Introductions
2. Review of minutes: approved with following correction:  
#4 "approved an assessment plan for writing across GE and critical thinking only in A3."
3. Sara Cooper to take notes
4. Meeting schedule--how to preserve Pathway coordinator time? We will have regular 2 hour meetings every other week, the first hour just for coordinators, second hour full CAB. Alternate weeks can be used if necessary. We will meet Fridays 1-3 pm. in SSC 122-124. Decide at end of meeting when rotation starts.
5. Enrollment updates from Kim DuFour. She presented a report broken down by Pathways and also all foundation and American Institution courses. In general enrollments are mostly full. C2 Humanities and D2 Societal Institutions have a few courses with tens of open seats. Also presented was the new form for declaration of a Pathway Minor, which we should link to our sites. A question which must be addressed is how to deal with the few courses cancelled this semester despite the requirement to offer each semester.
6. Reminders for Coordinators:
  - a. Collect syllabi
  - b. pathway videos--encourage faculty to show in first week
  - c. WI status --please check which WI courses are being offered now, and since this year WI courses only must be given once, make sure which courses need to be given in the Spring. Follow up
  - d. We know about how to do substitutions on DPR. We clarified that substitutions for students who are finishing themes that are not included in the blanket crosswalk substitutions may be authorized by coordinators of crosswalked pathways. That is, a student finishing a theme must have substitutions approved by the coordinator of a pathway with which that theme has been crosswalked.
7. Kris McPeak talks and gives handout about the Pathways Community in Mechoopda Hall and "Pathways ProfPalooza". 60 students on second floor with specific curriculum on how to choose pathway. Three phases outlined on handout. Professor Palooza would start at 5 for those who want to eat dinner at Whitney, then 5:30 or 6 for Sutter Plaza for the Palooza part. Those who haven't yet signed up for a week of Introduction do so ASAP. Also, Pathway "partners" (just two willing to work together) should sign up for the available months in the Exploration phase, from November to April. Send Kris an email.
8. GE Student Learning Outcomes matrix--we need to review and correct the matrix. We need to remind teaching faculty which SLOs they are covering. WE NEED TO REVIEW OUR COLLECTED SYLLABI FOR SLO'S AND BRING THE INFORMATION TO OUR NEXT PATHWAY COORDINATOR MEETING.
9. Assessment update: This initial year writing and critical thinking will be assessed. There are 3 subsets of courses concerned with writing: A2, WI, and courses listing Written Communication as an SLO. We will collect a signature writing--an assignment that best demonstrates how your students have achieved the SLO-- assignment (selected by the instructor) from all A2s. We will do the same for WI courses. Faculty will upload the assignment according to forthcoming

instructions. Some group of CAB will be helped by the UWC to figure out how to assess a sampling of the assignments collected. In terms of Critical Thinking courses, all departments & instructors teaching the courses will be giving the same pre and post test in every course.

10. Subcommittee assignments will stay as follows, and we will sign up for committees next meeting.

- a. WI
- b. Substitutions & Course changes--Forms--need new policies and forms for new course designations, changes to Department Manual; how do courses go away, how do new ones come in
- c. website
- d. communications
- e. assessment

11. Pathway Coordinators' Exchange: Ryan set up a website for communication purposes.

12. OUR NEXT MEETING WILL BE SEPTEMBER 7, 14, 28, and then EVERY OTHER WEEK THEREAFTER.