

CAB Meeting Minutes – August 24, 2015, 1:00 - 3:00 pm, KNDL 209

Present: Chris Nichols (Chair), Jacque Chase, Kent Sandoe, Jennifer Oloff-Lewis, Christine Goulding, Kevin Klipfel, Kate McCarthy, Chiara Ferrari, Nancy Anderson, Kate Transchel, Laird Easton, Jason Clower, Patricia Black, LaDona Knigge, Don Miller, Kim Dufour, Holly Ferguson, Nicol Gray, Charlene Armitage, Bill Loker

1. Announcements:

- a. Welcome back!
- b. Next meeting will be September 14 in **SSC 206**

2. Introductions

3. Approval of new Pathway Coordinators

- a. Coordinators needed for Food Studies and EJP Pathways. Nancy Anderson willing to serve as Food Studies and Chiara Ferrari for EJP to replace Ryan Patten.
- b. According to Pathway Coordinator Policy part-time, non-tenured faculty not eligible to serve as PW Coordinators. Discussion as to whether to amend policy to allow them to serve. PT faculty teach many GE courses. Problems raised include possibility of push-back from senior faculty and chairs, WTU, and length of appointment. WTU will not be problem as they would be compensated monetarily. Vote to amend policy passed 7-2.
- c. Vote to elect Chiara Ferrari interim EJP coordinator until next year's election. Unanimous approval.
- d. Vote to elect Nancy Anderson Food Studies coordinator. Question: should she be elected to full 2 year term or as interim until next election? Since policy was amended to include PT faculty there may be other interested parties. Vote is for one year interim position and passes unanimously.

4. Approval of Minutes from 5/6/15

- a. Approved

5. Pathway Coordinator Responsibilities, reminder of duties:

- a. Be sure courses are being offered including WI and Z sections.
- b. Collect syllabi and encourage instructors to include Pathway information, GE SLOs and PW Minor options. Meet with faculty throughout semester.
- c. Attend CAB meetings, participate in sub-committees and Assessment Teams.
- d. Review student GE course substitution requests. Charlene Armitage can help with how to request substitutions. Question about doing LD subs. It shouldn't happen often, but can be done same as UD procedure.
- e. Recruit students into PW Minors.
- f. At the end of the year submit PW Coordinator Report to CAB chair

6. Assessment Reports

- a. Critical Thinking (2012-13) – complete
- b. Written Communication (2012-13) – complete
- c. Oral Communication (2013-14) – complete
- d. Diversity (2013-14) – complete
 - Completed Assessments have been posted to GE website:
<http://www.csuchico.edu/ge/faculty/assessment-resources.shtml>

7. Ongoing Assessment: Status Updates

- a. Information Literacy (Active Inquiry)
 - Kent reports that draft is done and just needs to finish up conclusions. Will be ready for next meeting.
- b. Creativity
 - Surveys are done. Assessment leader not present at meeting to report.
- c. Personal & Social Responsibility
 - Chiara and Ryan: survey done, need to process ScanTrons and will have more information at next meeting.
- d. Mathematical Reasoning
 - Chris: Only have data for 2 out of 14 courses. Will be following up. Accepting volunteers to be part of assessment team, contact Chris.

8. New Assessment 2015-16

- a. Critical Thinking (Across Upper-Division GE)
 - This is the big assessment for this year. There are 46 UD courses (72 instructors) that have been identified as having CT as an SLO. Faculty have been notified twice about assessment. CAB volunteers are needed to chair assessment committee and help serve. Contact Chris if you would like to participate and particularly if you would like to chair.
- b. Global Engagement?
- c. Sustainability?
 - These two assessments are less crucial (yet still important). Should they be pushed back to allow focus on CT and Math? Groundwork should still be done so we don't fall too far behind.
 - The GE program will undergo APR in 17/18 (five year review). Should have as much assessment done as possible.

9. Naughty List 2015-16

- a. Much improvement! Only course not offered is PHIL 109 which is being removed from Pathway. A CPCR is in process for 16/17.
- b. ECON 352 has been cancelled for Fall 15

10. WI/C update

- a. All courses are being offered; 2 are slightly over enrollment cap; enrollment is good with new substitution offerings but still could use more sections.
- b. Chris sent e-mail to department chairs encouraging them to apply for WI, Capstone, and Major Subs. Deadline is September 18 for 16/17 catalog.
- c. Discussion of difference between WI and WP requirements. They have differences, but if a department offers a WP course they should submit it for WI sub status.

11. New Substitution Application forms have all been posted to website

- a. Major Course Sub
- b. Capstone Sub
- c. WI Sub

12. Other

- a. Holly and Nicol will be putting on Curriculum Workshop twice in September (17th and 23rd). All staff or faculty who work on curriculum changes are encouraged to attend, especially any new staff or new chairs.

13. Adjourn