

CAB Meeting Minutes – August 24, 2017, 12:00 – 1:50 pm, SSC 122/124

Present: Chris Nichols (Chair), Sarah Anderson, Charlene Armitage, Kaitlyn Baumgartner, Gary Braun, Jason Clower, Pablo Cornejo-Warner, Laird Easton, Holly Ferguson, Christine Goulding, Nicol Gray, Irene Korber, Kate McCarthy, Don Miller, Daniel Parks, Kent Sandoe, Paula Selvester, Kate Transchel, Zanja Yudell

1. Announcements
 - a. This year's Book in Common is *A Deadly Wandering* by Matt Richtel. Chapters in the book are easily extractable and address criminal justice, neuroscience, and distracted driving. There will be a community kick-off event in September and a campus kick-off in October. The library has three copies available.
 - b. Meriam Library is now using OneSearch, a CSU-wide search interface. Training is available if needed. Also, circulation policy has changed: students can check out items for 8 weeks with one 8-week auto-renewal; faculty/staff can check out items for one year.
2. Introductions
 - a. Welcome new members
3. Approval of Minutes from 5/8/17
 - a. Approved
4. Pathway Coordinator Responsibilities
 - a. Review of Pathway Coordinator duties and request to follow up on item #1: checking class schedule to be sure all classes are being offered.
 - b. Reminder that Charlene can help with training for substitution requests.
 - c. Pathway Coordinators are encouraged to meet with Pathway faculty to facilitate cohesion and recruit students into the Minor.
5. Visit by Kristin Norris (Civic Engagement) – Friday 9/29/17
 - a. Kate McCarthy shared a flyer promoting the visit of Kristin Norris on September 28-29. A brown bag lunch will be held on Thursday, September 28, which would be a great opportunity for Pathway faculty. Dr. Norris is also available to meet with CAB on Friday, September 29 to discuss assessment of Civic Engagement.
6. Foreign Language class discussion
 - a. Christine Goulding shared that 28 ILLC classes were targeted for cancellation for F17, including 16 in GE. After a meeting with the Dean it was determined that five of the ten languages will not be offered next year if no lecturers are hired to teach them.
 - b. Approximately 40% of non-transfer students complete Area C2 with a language.
 - c. Laird will coordinate creating a committee of CAB members to come up with ideas to help advocate for the languages. Jason, Sarah, Christine, Kate T, and Kaitlyn offered to assist. Academic Advising can help with student input and demand for language courses.

- d. Newly revised EO 1100 was released yesterday (8/23/17). Paula will send it out to everyone. One change is that students are not to take more than 12 Area C units. Paula will raise the issue at UBC and EC.
 - e. Kate McCarthy will meet with Jeff Bell about his funding model and how it might help with the language courses.
7. Assessment Updates
- a. Written Communication—Chris: ~800 artifacts received, almost done reviewing 200 of them then will need to compile statistics.
 - b. Global Engagement—update from Jacque: papers received from several disciplines, norming now then will begin reviewing.
 - c. Sustainability—Don: team will be meeting Monday, they have a lot of data to work through.
8. Naughty List
- a. PHIL 110 and 303 are first-time offenders, cancelled due to low enrollment but PHIL has lots of Z sections scheduled.
 - b. ENGL 260 cancelled (low enrollment)
 - c. ANTH 268 will be out of GE and replaced with ANTH/ASST 200
 - d. If a course fails to be offered three times in a row CAB can remove it from GE.
9. 5-Year Review
- a. Survey will be administered to students and faculty in November. A group will be formed to write the survey.
 - b. Chris prepared some graphs to show Pathway popularity as well as statistics on how many students complete GE as prescribed vs. with substitutions.
 - c. For S17, 100 graduating students were randomly selected and their GE experiences analyzed.
 - d. This type of data mining is being done in preparation for GE's 5-year review.
 - e. Reminder that this is an opportunity to improve the GE program and nothing is off the table for discussion/review. Ideas are welcome.
10. WASC Essay #4
- a. Team of Chris, Kent, Christine, Diana, and Kate M will be meeting soon.
 - b. There will be some overlap with Essay #5 (Undergraduate Programs), but Essay 4 should focus on the state of the program now as opposed to its history.
11. CHLD – USD and WI sub applications – need reviewers
- a. Jason and Rachel volunteered to review
 - b. CAB will solicit WI/Z substitution applications for 18/19, but with the approval of changes to the writing policy EMs, review and approval of writing courses will fall to UWC. Still waiting for Senate-approved changes to be signed by the President and made official.
12. WI/C update
- a. Review of F17 sections offered and enrollment. Increase in available seats

compared to previous terms, especially prior fall terms, which is the more accurate comparison.

13. Other

- a. Remediation update from Paula: EO 1110 revisions eliminate the EPT and ELM tests. Goal is to get students into courses at the level they are prepared for so they can move on towards graduation. Students will no longer be taking “remedial” courses with no units.

14. Adjourn