

CAB Meeting Minutes – November 2, 2017, 12:00 – 1:50 pm, SSC 122/124

Present: Chris Nichols (Chair), Sarah Anderson, Charlene Armitage, Gary Braun, Becca Chanes, Jason Clower, Pablo Cornejo-Warner, Patrick Doyle, Laird Easton, Holly Ferguson, Chiara Ferrari, Nicol Gray, Don Miller, Kent Sandoe, Kate Transchel, Zanja Yudell

1. Announcements
 - a. Welcome new student rep, Becca Chanes, CME college senator
 - b. VPAP final candidate on campus today and tomorrow
 - c. Reminder Chris Mallon from CO will be here Nov 30. CAB will be meeting with her from 12:00-1:00 in Kendall 207-209
2. Approval of Minutes from 10/19/17
 - a. Approved. Question regarding storage of minutes: should they be posted on GE website? All agree that is a good idea. Nicol will work on getting them uploaded to http://www/ge/cab_committee/cab_committee_docs.shtml
3. Foreign Language requirement – status update
 - a. Chris, Laird, and Bill Loker met with the Provost. She is in favor but would like to see double counting and does not like the idea of exceptions for high-unit majors.
 - b. Tomorrow the idea will be discussed at Chairs' Council.
4. WASC Essay #4 – status update
 - a. Draft in SharePoint—all essay drafts will be edited in to one document by Bill Loker and then that draft will be available for all of campus to provide feedback.
5. EM 10-001 revisions – status update
 - a. A meeting with the Provost was held to review her concerns. Most of her suggested changes are editorial and include updating EM and EO numbers and removing the addendum regarding implementing the new program.
 - b. She also questioned the “upper division” section language of “The upper division portion of each pathway will consist of three 300-level courses, one each from the arts/humanities, social sciences and natural sciences.” Should “natural sciences”, be revised to include quantitative reasoning to match EO 1100? Some concern was expressed about setting a precedent for UD-B courses that aren't scientific. A motion to change an UD course designation in EM 10-001 from “natural sciences” to “natural sciences and quantitative reasoning” was defeated 6-4. Chris will share this result with the Provost.
6. Assessment Status Updates
 - a. Written Communication update—Chris and Kent have met and are compiling the data
 - b. Global Development – NORMING (2 essays included)
 - 14 members will be assigned 10 papers each to read and rank with the rubric (due by January 1).

- Mini norming session held at meeting to review rubric and scores of two sample essays. The goal is to be sure the rubric is clearly defined and papers are scored consistently.

7. 5-Year Review

- a. Student Survey—will go live Monday! Chris will e-mail faculty to let them know and ask them to allow time in class for students to take survey. Students in UD GE courses will also receive e-mails encouraging them to respond. The survey will close Dec. 4. During the meeting Chris showed the online version of survey—there is no neutral option, students must choose to agree or disagree. Chris, Kate M, and Lynn Abbiati in IR will be the only ones who will see any identifying information on the students who participate.
- b. Faculty Survey (final draft included)—almost ready
- c. Faculty discussions in Department meetings - ongoing
- d. Staff Survey (preliminary draft included)—Charlene and Kaitlyn have feedback they will send to Chris.
- e. External Reviewer – status update—Janet Hecsh has been selected as our reviewer. She is the Interim Associate Dean for Faculty and Research at Sac State. Kate M is planning her visit, should be sometime in April after our report is written.

8. Applications

- a. BADM 308 (Major Course Sub for UD-B)
 - Review of EM 10-001 Major Substitution Policy
 - Question about whether the course fits in Area B or would it be a better fit in Area D. Possibly more appropriate for Area D but does it fit the Area D EO definition.
 - Is the course “quantitative” enough?”
 - Vote to approve course as UD-B major sub: Defeated 8-1
- b. AAST/BLMC 330 (new one) for USD
 - Jason, Laird, Kent, and Chris will review.

9. Other

10. Adjourn