

CAB Meeting Minutes – February 7, 2018, 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, Patrick Doyle, Laird Easton, Holly Ferguson, Chiara Ferrari, Diana Flannery, Christine Goulding, Nicol Gray, Irene Korber, Kate McCarthy, Kelly McGregor, Rachel Middleman, Don Miller, Daniel Parks, Kent Sandoe, Paula Selvester, Kate Transchel, Zanja Yudell

1. Announcements
 - a. Kelly McGregor will be attending CAB to represent Academic Advising
 - b. Jacki Headley Gallery Exhibit until March 16: The Russian Revolution at its Centenary
2. Approval of Minutes from 1/24/18
 - a. Approved
3. 5-Year Review
 - a. Student Survey preliminary results
 - Data has been received from IR with student demographic information—still needs to be broken down.
 - 771 responses, preliminary review seems to indicate more positive than negative feedback
 - Need to review written answers (about 60 pages). Chris will e-mail them to volunteers Don, Diana, Laird, Sarah. Let Chris know if you would like to help too.
 - b. Faculty Survey preliminary results
 - Responses are anonymous; 232 responses received.
 - Two free-form questions were missed due to problems with the survey so a supplementary survey is out to hopefully capture answers to those questions.
 - Volunteers for written answers: Gary, Zanja, Rachel
 - c. Staff Survey preliminary results
 - 137 responses; survey sent to all AA and SA staff.
 - Volunteers to review written answers: Charlene, Kelly
 - d. Timetable
 - Chris provided a written timetable with aggressive deadlines to get the review done in time for our external reviewer's visit in April:
 - Feb 28—first draft
 - Mar 7 and 14—CAB meetings to discuss report and conclusions from data.
 - Mar 28—Final draft presented at CAB meeting for approval
 - Kate will plan student focus group with Pathway Minor students
4. Foreign Language requirement – update

- a. Presented to Chairs' Council again with answers to their previous questions. Concern about Graduation Initiative, will need to look at free electives again. There are a few programs that require a Minor (JOUR, CMST) which reduces the available elective units.
 - b. There will need to be courses available online for online programs to use.
 - c. Need to make sure ADT students can complete their program in 60 units.
 - d. Provost concerned about lack of evidence from other campuses.
 - e. This is not a CAB proposal, just seeking feedback. Suggest adding to rationale to include benefits, need, resources, and impact on other C2 courses.
 - f. Proposal should be formatted in EM template to bring to EPPC.
5. Assessment
- a. Sustainability draft report!
 - Completed by Don, Diana, and Rachel with help from Nate Millard and David Philhour.
 - Need to add a summary of the questions that were used, the survey itself is not available to include.
 - Includes breakdown by class level, First Gen, Pell eligible.
 - Next steps? Send any comments to the team for final draft then it will be shared with faculty who participated, Academic Assessment Council, and added to GE website.
 - b. Written Communication update
 - Student demographic profiles added to draft.
 - Need to come up with conclusions and recommendations. Initial thoughts:
 - Why are transfer students doing better?
 - Possibility of new library course
 - Extend Writing Center access
 - What other resources are available for students?
 - Faculty Development in teaching writing (part of new EM 17-009)
 - Should ENGL 130 teach grammar?
 - Share results with UWC
 - Let Chris know of any other conclusions for final report.
 - c. Global Engagement update
 - Draft report—assessment begun by Jacque and Jed and taken over by Chris. Used modified VALUE rubric to assess two areas: Cultural Diversity and Understanding Global Systems.
 - 69 papers received and reviewed twice each. 15 went to a third reviewer.
 - Difficult to compile results because assignments didn't necessarily ask

students to answer questions that were in the rubric. Should we even assess this SLO or stick to core competencies?

6. Other
 - a. None
7. Adjourn