MEMORANDUM

Corrected July 23, 2012
July 20, 2012

TO: California Academic Partnership Program (CAPP) Advisory Committee Members

FROM: Jeff Spano, Chair

SUBJECT: Notice of Meetings – July 30 & 31, 2012

I. The CAPP Advisory Committee will hold a facilitated strategic planning retreat on July 30, 2012 from 10:00 a.m. to 5:00 p.m. and on July 31, 2012 from 8:00 a.m. to 12:00 p.m. to discuss future directions for CAPP. The retreat will be held in the Coronado Room at the Office of the Chancellor, California State University, 401 Golden Shore, and Long Beach, California, 90802. The meeting will be held by teleconference at the following location: 9003 Shadow Ridge Road, Palm Desert, California, 92211.

No formal action will be taken at the retreat. The Committee may identify areas of general agreement about future directions of CAPP.

II. The CAPP Advisory Committee will conduct a meeting on July 31, 2012 from 12:00 p.m. to 3:00 p.m. The meeting will be held in the Coronado Room at the Office of the Chancellor, California State University, 401 Golden Shore, Long Beach, California, 90802. The meeting will be held in teleconference at 9003 Shadow Ridge Road, Palm Desert, California, 92211.

The purpose of the meeting is to: appoint ad hoc subcommittees to review and make recommendations on the following: CAPP-related roles, responsibilities and protocols; on MDTP selection and funding allocation concerns; development of a general policy on cooperative diagnostic testing of secondary students pursuant to California Education Section 11002(e); and to take action on two project dissemination proposals and one project evaluation proposal; and to set the date and location for the next Advisory Committee next meeting.

During the business meeting the following action items may be taken:

1. Appointment of Subcommittees to:

   a. Make recommendations as needed on CAPP-related roles, responsibilities and protocols, including but not limited to: terms of appointment, conflict of interest policy, CAPP liaisons, CAPP consultants and establishment of standing subcommittees.

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b. Review recent selection and funding allocation issues raised by the CSU Chancellor’s Office related to the Mathematics Diagnostic Testing Project grant and provide recommendations for resolution.

c. Develop recommendation on development of a general policy for cooperative diagnostic testing of secondary students with assessment instruments commonly used by California postsecondary educational institutions as called for in Education Code Section 11002(e).

2. Recommendations on CAPP project dissemination activities for the Expository Literacy Grant and the High School Leadership Initiative.

3. Recommendation on evaluation proposal of the CAPP Algebra and Formative Processes grant from the University of California Educational Evaluation Center.

4. Date and location of next meeting of the CAPP Advisory Committee.

The Agenda will be posted at www.calstate.edu/capp. For questions about the meeting and agenda please contact Andrea Ball, Director, (562) 951-4780 or capp@calstate.edu, The California State University Office of the Chancellor 401 Golden Shore, Long Beach, CA 90802.

* This notice has been corrected to add the meeting teleconference location and to provide a name and contact information for questions about the meeting and agenda.