The point today is to understand what data are available to us. If it is not available, that does not mean we should not use that data point but that we should work with the people who are able to produce the data.

1) **Institutional Research data available (Amber Machamer)**

   (See PowerPoint presentation)
   - Some of the data will not go down to the specific program level
   - There might be several data points for one measure
   - Admissions funnel (application → admit → register → attend) each layer gets smaller
   - Data comes from research, context comes from the task group and the academic departments
   - Sometimes a decision will need to be made about whether it is a valuable use of time to produce data that does not already exist?

2) **Budgetary and Financial Data (Kris Erway)**

   - What does it cost to deliver instruction in the programs?
   - What does it take to generate one SCU?
   - Must be careful to not double count students (major jumpers)
   - What does it cost to deliver an SCU in a programs and compare to head count?
   - Departments don't purchase certain types of equipment; it’s purchased through the college
   - DCIE programs will not come through budget/finance directly
   - Financial data will be limited by being able to go only to a certain level
   - Cross listed courses: handling those will be decided by the committee

3) **Academic Financial Data (Carol Reese)**

   - Task group needs to define what is a program
   - Consider modality: independent study, lecture, lab, etc.
   - Probably want 2-3 years of data
   - Average cost per college
   - Professional development
   - Some faculty have time devoted to other departments or programs but are charged to their home department
• Data is not necessarily clear (will have very broad stroke data)

Department chairs and program managers have been alerted that we will be helping them with how to complete the templates.

4) **Prioritization at other universities (Nancy Mangold)**

(See PowerPoint presentation)

- Program definition: And academic program requiring six or more semester hours of work
- ISU template is more qualitative that quantitative.
- The dean, college committee, and task group rates each program
- ISU has GE courses that are taken only as GE and separated from the major, unlike CSUEB
- Gallaudet University – see template
- Washington State University – only 6 criteria
  - Criteria divided by teaching and learning
  - Rubric helpful for committee use
  - Did not provide weights on their website
- Southeast Missouri State – more specific in the costs, and used a more quantitative approach

There was a suggestion to get more detail from CSU institutions. Specifically Sacramento State did academic prioritization last year.

5) **Proposed Program Definition**

A program is an academic activity that that consumes resources and results in or is required to obtain an academic degree, credential, or certificate. Includes degree programs, certificate programs, single subject preparation, general education, remedial programs, specialized programs, library, and athletics.

6) **Criteria**

Plan to discuss criteria at the long meeting scheduled for 12/14.

- Adopt framework of [ISU Graduate Council criteria](#) as a starting point. The task group divided up into subcommittees and each took one of the criteria.
- The assignment is to determine whether the criteria is relevant to CSUEB, what measures might be used, and define the criteria.
- Each subcommittee will report out at the meeting on 12/14.

Steering Committee is charged with obtaining campus feedback and will have it ready for the meeting on the 12/14.
7) **Meeting Schedules**

- No meeting next Friday, Dec. 7!
- Next meeting will be Dec. 14 9:00 to 2:00, with lunch provided.
- Winter quarter the group decided to continue meeting on Fridays from 9-12.