

Date: December 8, 2006

To: Michael Leung, Dean, College of Science  
Eddie Reiter, Chair, Department of Mathematics and Computer Science

Cc: Carl Bellone, Associate Vice President  
Janet Patterson, Chair, CAPR  
Alan Monet, Associate Dean, College of Science

From: Fred Dorer, Interim Provost

Subject: Mathematics Program Review

The six of us met today to discuss the final report from CAPR regarding the program reviews from the Mathematics Department. The recommendations contained in the CAPR report are affirmed and supported. The discussions today were focused on the following issues.

### **Office, Lab, and Student Support Space**

Program faculty are currently distributed among the Science Buildings, Warren Hall, and Meiklejohn. Moreover, student support space and laboratory space are distributed among several floors of the Science Buildings. Communication among faculty and the student learning environment can be significantly improved by better organization of space and redistribution of University space so that the faculty and teaching laboratories are located in one area. The current situation borders on the intolerable. This seems a more extreme example of the lack of coordinate space management on the Hayward campus.

The Provost will communicate reinforcement to the President and Ms. Haber. Even though this is something they are already aware of, it is important to emphasize the strong need for overall coordinated space planning and management system to be implemented on the Hayward campus.

### **Faculty Planning**

The Department will work with Dean Leung to develop a five year plan for faculty needs that reflects program enrollment trends, programmatic initiatives that will meet new needs in the disciplines, projected retirements, and target environment for the relative numbers of permanent and temporary faculty. Such planning will help provide the context for justifications for new needs beginning next year. While CS is hard to predict given the nature of the field and employment opportunities, Mathematics might be more predictable. Programmatic initiatives providing opportunities for CSUEB to increase enrollments should be a part of this planning process.

**Advising**

Students who need College Algebra or the Business Mathematics course put off taking these prerequisites too long. The Provost will follow-up asking the Associate Vice President to examine ways CSUEB might improve its system of advising to get students into these courses at their first reasonable opportunities. This will reduce failure rates, and improve student performance in their other coursework that depends on knowledge of mathematics.

**Assessment**

The Department has made good progress in developing mechanisms and processes for assessing student learning and program effectiveness. The department is encouraged to continue perfecting its assessment processes, develop an historical record, and provide documentation of assessment on program modifications and improvements. An ongoing summary of assessment activities will be helpful to the department and can be included in its next program review, and in the WASC reports.