



CALIFORNIA STATE UNIVERSITY, EAST BAY ACADEMIC AFFAIRS

Date: October 3, 2007

To: Ben Bowser, Interim, Dean, CLASS James Murphy, Chair, English

Michael K. Mahoney

From: Michael Mahoney, Provost and Vice President, Academic Affairs

Subject: MOU Meeting – B.A. English, M.A. English

On September 25, 2007, I met with Ben Bowser, Interim Dean of CLASS; Jim Okutsu, Associate Dean; Janet Patterson, Interim Associate Dean and former CAPR Chair; James Murphy, Chair, Department of English; Alison Warriner, Director of Composition; Aline Soules, CAPR Chair; and Carl Bellone, AVP Academic Programs and Graduate Studies to discuss the Program Review for the B.A. and M.A. in English and to develop an MOU as required by CAPR 9.

The Department of English is doing an outstanding job of meeting complex demands in an era of resource scarcity. The Department provides undergraduate literature and linguistics offerings and a master's program including a successful TESOL Option. It also offers a composition program at both the undergraduate and graduate levels. At the undergraduate level, composition includes a growing remedial program plus growing freshmen composition enrollments (both resulting from the growth in our freshmen classes over the past two years).

The Department of English has an effective Writing Across the Curriculum (WAC) Program led by Alison Warriner. The Department is pleased to see the restarting of the Graduate Writing Associate (GWA) Program. Also, the Department is justifiably proud of its professionally strong Teaching Associates (TA) training program and notes that many of the students who have experienced this training get jobs at community colleges.

The Department has participated in the English Single Subject Preparation Program for many years but only about 10 students per year are enrolled. The Department had not had a history of strong relationships with the public high schools until the receipt of the CSU CAPI grant about 10 years ago. The CAPI grant enabled the Director of Composition to work directly with high school English teachers to assist them in developing a curriculum to better prepare students for college level composition. CAPI was replaced with the EAP (Early Assessment Program) several years ago and Alison Warriner continues to work through the CSU English Council to improve the high school composition curriculum.

The freshmen cluster program is a valuable and innovative university program that the Department supports but one that creates challenges for it. Because the remedial composition courses (801, 802, and 803) are linked to freshmen clusters, the Department must offer the sections required by the clusters as opposed to offering remedial sections that might be more cost efficient for the Department. In addition, the Department gets a set budget from CLASS but must add the remedial sections requested by the Director of General Education without regard to its budget constraints.

The Department has been operating under the same curricular structure since 1994. This structure includes an array of major options that may no longer be sustainable given the size of the faculty. Also, many of the faculty members are receiving assigned time for other university service such as Director of the Center for Faculty Development, Director of Liberal Studies, and Director of Composition. Chair Murphy presented several staffing charts to demonstrate the difficulty faced in trying to teach the needed courses with the available faculty resources.

The Department's faculty needs are complicated. English cannot simply convert lecturers for tenure track faculty positions since the vast majority of English lecturers are teaching remedial composition or freshmen level composition. Tenure track faculty do not typically want to teach these courses and some have not prepared to do so. Lecturers are in major level courses could be replaced by tenure track faculty but the Department believes that the need for additional tenure track faculty has not risen to the critical level as required by CLASS.

The Department has been forced to cut back on its undergraduate major at Concord. At one time they were offering seven sections per quarter. Now they are offering only two. As a result the daytime sections have been eliminated and students are having a difficult time completing all of the required courses for the English major at Concord in a timely manner.

Understandings

The CAPR report for the B.A. and M.A. in English (2006-2007, CAPR 11) made three specific recommendations. CAPR recommended that 1) the department be given two 1.0 lecturer positions, 2) the WAC Program be given more stable financial footing, and 3) the Department be encouraged to manage its majors and curriculum so as to justify additional tenure-track lines.

The results of the MOU meeting are as follows:

1. It is evident from the discussion that the lecturer issue for English is different and more complicated than it is for other departments due to the extensive use of lecturers in remedial English courses. It is also evident that while the increased enrollment in freshmen clusters is a benefit for the university, it is a cost (in terms of increased remedial sections) for English. This situation puts the Department in a bind where it is forced to trade off major sections at Hayward and Concord to meet the demands for remedial courses. The solution to this problem is more

complicated than simply adding one or two 1.0 lecturer positions. The university needs to examine the funding model for the freshmen clusters with special emphasis on how remedial English courses are funded. This funding issue is likely to be part of the General Education Program Review which will be presented to the Senate in Fall Quarter 2007. After this analysis, which should take place by the end of the Winter Quarter 2008, and after further discussion with the Department Chair and the Interim Dean, the need for additional 1.0 lecturer positions will be addressed.

2. The university supports a strong WAC program and based upon discussions between the Director of Composition and the Interim Dean has reinstated the GWA Program. Academic Affairs will gradually increase the funding for the GWA Program until it reaches at least the level it was at before it was put on hiatus. CLASS has reinstated the assigned time for the Director of Composition.
3. The advice from CAPR encouraging the department to manage its majors and programs so that tenure-track lines are justifiable and to indicate this need to the dean and university regardless of the needs of other departments is supported. The department is encouraged to examine its current curricular structure. As the Chair indicated, a curriculum with an expanded core and a set of 5-6 electives that enable students to put together their own concentrations might be far more sustainable and even more popular than the current structure. The department needs to find a flexible and sustainable curricular structure that fits with its needs to provide remedial courses, composition courses, major courses (undergraduate and graduate), and the needs of the Concord Campus. The department should not hesitate to make tenure-track requests.

In addition, the Department Chair indicated that temporary faculty members are very crowded in their current space. Accordingly, I have allocated to the department two offices in a trailer to help ease this overcrowding.

AVP Carl Bellone and I sincerely appreciate the very important work that the English department continues to do and we thank the faculty for their continuing strong efforts on behalf of our students. We'd also like to thank CAPR for its time and informative report.

Cc: Aline Soules
Janet Patterson
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