

California State University, East Bay  
**Committee on Academic Planning & Review**  
Meeting Minutes  
Thursday, November 3, 2011

Attending: Michael Lee (Chair), Chris Chamberlain (Secretary), David Bowen, Luz Calvo, Caron Inouye, Dana Edwards, Sam Tran

Members Absent: Amber Machamer, Donna Wiley, Julie Beck, Sharon Green, Jiming Wu

Guest in Attendance: Tamra Donnelly, Faculty Government Coordinator- Academic Senate, Marvin Lamb, Chair of Psychology, Derek Kimball, Chair of Physics, Jiansheng Guo, Interim Associate Dean, CLASS, Erik Helgren, Physics, Jason Singley, Physics

1. Introductions
2. Chair Lee called the meeting to order at 2:09 p.m. and called for approval of the agenda. Agenda was moved, seconded and motion carried (Edwards/Inouye).
3. Meeting minutes for October 20, 2011 were approved (Inouye/Tran)
4. Report of the Chair
  - a. The proposal to name members to the ILO Sub-committee passed Ex-Com and will go to the full Academic Senate for approval.
5. Report of the Presidential Appointee
  - a. No report was given.
6. Report of the APGS Appointee
  - a. No report was given.
7. Old Business
  - a. Appointment of CAPR Liaison to Concord Advisory Council for 11-12.
    - i. Donna Wiley was nominated to serve as the representative to the Concord Advisory Council. Nomination was moved, seconded and motion passed (Chamberlain/Inouye).
8. New Business
  - a. Review of Psychology BA/BS- presented by Chair Marvin Lamb

Chair Lamb noted the department has 700 majors in the department and is the largest department in the College of Science. The department is managing these students with only 10 tenure track faculty. Chair Lamb noted he has four less faculty members now than at the time of the last review.

Chair Lamb noted he is unable to offer enough sections to serve the number of majors he has. Classes are large and the large numbers and lack of faculty has hampered curricular development.

It was noted that the high teaching load affects the ability to attract and retain tenure track faculty. He would like to see more release time for grant writing in addition to more start-up funds. Chair Lamb has also noted that having a summer quarter for extra pay would be a perk in enticing tenure track candidates to the university.

Questions of the program included the three goals the department uses in assessment, and how capstone courses are used in the assessment process. Chair Lamb noted that 2/3's of the majors are in the Bachelor of Arts program, while the remaining students were mostly in the Bachelor of Science Industrial/Organizational option with a small number in Ergonomics. CAPR members suggested that the department could draw a greater link between resource needs and student needs especially given the potential 25% growth in majors over the next five years if past trends continue.

Chair Lamb noted that staggering faculty to provide support during the summer quarter was not possible due to the need for tenure track participation on college and university committees. CAPR members asked if online classes were a possibility. Chair Lamb indicated that the program currently has no faculty interested in offering online classes.

b. Review of the Physics BA/BS

Chair Kimball noted the Bachelor of Science degree has been made stronger, from 81 units to 105 units. The minor has been made more flexible and there is now an option in the BA for physics education/STEM. A modern physics class has done well to bridge lower division and higher division requirements in the program.

Chair Kimball noted the success of the program in moving some graduates on to Ph.D programs. It was also noted that there has been improvement in grant fund awards since the last review, with the department receiving 2 million dollars in external funding. Students have also been active in publishing and presenting.

The department has four tenure track faculty. While the department has grown some, department faculty has not. Currently there are 28 majors, all in the Bachelor of Science degree, with an overall student/faculty ratio in all classes of 33. The department would like to add 1-2 tenure track faculty in the next five years to keep up with growth. Current equipment needs have been met through policies enacted by the Provost's office. There has been consideration of developing an engineering physics program using existing classes across the two departments and add new courses as needed.

It was noted there needs to be more coordination with data analysis. It was noted Physics is strong in its teaching philosophy but needs more in-class assessments.

9. Other Business

- a. None

10. Adjournment

- a. Meeting was adjourned at 4:00 p.m. (Inouye/Calvo)

Minutes submitted:

Chris Chamberlain, CAPR Secretary