TO: The Academic Senate
FROM: The Committee on Instruction and Curriculum (CIC)
SUBJECT: 12-13 CIC 16: Request for discontinuance of the Management of Human Resources and Change MPA option
ACTION REQUESTED: For approval by the Academic Senate; effective Fall 2014

BACKGROUND:
At CIC’s March 4, 2013 meeting, Associate Dean Jiansheng Guo and Dr. Toni Fogarty presented the request for the approval of the discontinuance of the option in Management of Human Resources and Change. Dr. Fogarty discussed the lack of student interest as a deciding factor in the discontinuance (currently less than 5 students enrolled in this option) and the department has already been directing students away from this option.

ACTION REQUESTED:
CIC passed the request for discontinuance unanimously, and asks that the Academic Senate consider approving the request for discontinuance of the Management of Human Resources and Change MPA option.
REQUEST FOR APPROVAL OF DISCONTINUANCE OF
Management of Human Resources and Change

1. Department: Public Affairs and Administration (PUAD)

2. Full and exact title of program, with name of major for options: Master of Public Administration, option in Management of Human Resources and Change

2. List of other options, minors, certificates, or credentials in the major/department.
   Master of Public Administration, option in Public Management and Policy Analysis
   Master of Public Administration, option in Health Care Administration
   Master of Science in Health Care Administration

4. Purpose of the Proposed Discontinuance. As part of “closing the loop” in our program assessment, PUAD seeks to discontinue this option due to a lack of student demand. Most of the students in the MPA program seek either the Public Management and Policy Analysis or the Health Care Administration option. We significantly revised the Management of Human Resources and Change in 2009 in an attempt to increase student demand, but this has not been successful. In the previous 5-Year Review and subsequent annual reviews, PUAD reported that discontinuance of one or more options would be necessary due to the small number of faculty, limited departmental resources, and lack of student demand. In addition, students who would like to have the Management of Human Resources and Change are unable to complete the needed option courses without substitution since the courses are cancelled due to low enrollment. The effect on the MPA option in Public Management and Policy option, MPA option in Health Care Administration, and MS-HCA program will be minimal as those students do not typically enroll in any of the Management of Human Resources and Change option courses. Eliminating the option will not adversely affect the number of students in the remaining programs or SCUs as the number of students in the option is very small. Discontinuing the program will positively affect PUAD’s ability to manage course enrollment and SFR.

5. How many students are currently pursuing this option, minor, certificate, or credential? Approximately three to five students.

6. The Department is responsible for accommodating students who are currently pursuing this option, minor, certificate, or credential in finishing their program. We will accommodate and have been accommodating students in the option with course substitutions.

7. Resource implications: No negative resource implications anticipated. The positive resource implications include more effective enrollment management, more ability to focus on the remaining two options, and improved class size. The number of students and SCUs is not expected to drop as the admission in the remaining two options is likely to increase.
8. **Consultation** with other affected departments and program committee:

   a) The following department(s) has (have) been consulted and raise **no objections**:
   All Academic Departments and Programs at CSUEB were consulted using the Sharepoint Curriculum site and there were no objections.

   b) The following department(s) has (have) been consulted and **raised concerns**:
   No concerns raised.

9. Certification of **DEPARTMENT APPROVAL** by the chair and faculty.

   Chair: Toni E. Fogarty Date: October 25, 2012

10. Certification of **COLLEGE APPROVAL** by the dean/associate dean and college curriculum committee.

    Dean/Associate Dean: Jiansheng Guo Date: November 26, 2012