

CALIFORNIA STATE UNIVERSITY, HAYWARD

Designation Code: 2003-04 **CAPR 4**

Date Submitted: January 16, 2004

TO: The Academic Senate

FROM: Committee on Academic Planning & Review (CAPR)

SUBJECT: Anthropology Five-Year Review

PURPOSE: For Approval by the Academic Senate

ACTION

REQUESTED: Approval of the Five-Year Program Review of the Anthropology Program and continuation of the program without modification

I. Background

Overview description of the program

The regular review period for Anthropology is 1998-2002. Since the Department Chair was a newly appointed faculty member in 2002, a delay of one year was approved by CAPR in 2002.

Established in 1971, the Department of Anthropology offers an undergraduate program leading to a B.A. and a graduate program leading to an M.A. in Anthropology. Instruction focuses on Archaeological, Physical, Sociocultural, Linguistic, and Applied Anthropology, providing graduate students, undergraduate majors, and students fulfilling G.E. and Liberal Studies requirements with scholarship and knowledge of culture. Course offerings cover four major area studies: India, Middle East, South America, and China, which offer a rewarding personal and academic experience to the CSUH students, who are from diverse ethnic backgrounds. Courses also offer scientific analysis and laboratory and statistical methods. Archaeological Anthropology also provides students with essential understanding of human evolution. Anthropology also provided 5 freshman and sophomore courses for the cluster programs. In addition, Anthropology runs the C.E. Smith Museum of Anthropology, which keeps a collection of 3648 objects and hosts annual exhibitions.

In 2002-2003, Anthropology had 6.8 FTEF of tenure track and lecturer faculty, offering 38 different courses (averaging 18.7 sections per quarter, with 30.3 students in each section on average). Anthropology had an average of 143.3 FTES per quarter (fluctuating between 120.9 to 159.7) during the review period, with an average SFR of 24.3. Regular faculty size of Anthropology decreased from its historical high of 18 in the 1970s, to 8 in the 1980, and to 4 in 2003. The 4 current regular faculty members are responsible for advising an average of 27 undergraduate majors per year, with 9 B.A.s granted each year. In Fall 2003, Anthropology had 40¹ active graduate students. Two regular faculty members, one of whom is the current Department Chair, were hired in the past two years to develop the Department's new Applied Anthropology specialty. A tenure-track position application was submitted to the College, but the College decided not to submit the application to the President due to the budget cut. One regular faculty member will be retiring in 2004. The Department is confronted with two major tasks: maintaining and increasing its faculty, and strengthening and developing its new Applied Anthropology M.A. program.

Overview of the documents submitted to CAPR

¹ Institutional Research's data only showed a record of 30 M.A. students in Anthropology, significantly different from the Department's actual advising record.

To comply with CAPR's Policies and Procedures for Five Year Reviews and Plans (00-01 CAPR 7), Anthropology submitted to CAPR a collection of the four required documents: 1) a comprehensive Self-Study, 2) a plan for the development of the program for the next five years, 3) the Outside Reviewer's Report, and 4) the program's response to the Outside Reviewer's Report. The Self-Study presented a) an overview of the Self Study, b) a summary of the last Five-Year Review and Plan, its implementation, and the remaining issues, c) academic performance review statistics of its graduate and undergraduate programs with tables, d) a comparison between Anthropology at CSUH and comparable programs in the CSU system, e) a summary of the Department's Program Assessment, f) a summary of the resources situation, and g) a summary of achievements of the Program since the last review. The Self-Study included comparison information with comparable programs in the CSU system, the U.C. system and other institutions nation-wide. However, the comparison primarily focused on workload issues, with little information about their program contents and strengths and weaknesses. The Self-Study did not include information concerning requirements over 180 units. However, Dr. Laurie Price reported at the CAPR meeting that the Program has arranged to conform to the system-wide 180 units requirement. The Plan for the next five years discussed curriculum, student, faculty, resource, and assessment issues. The Plan specified actions/changes to be taken with time-lines and persons in charge of the actions, but did not discuss the anticipated cost.

II. Five-Year Program Review/Self-Study (1997-2002)

Summary of specific areas of the Self Study

Overview Anthropology was first established in 1971, with its peak faculty size of 18, then dropped to the current 4, due to the decrease of enrolment. However, the SFR rose from 14.3 in 1984 to the current 24. Anthropology is committed to provide students with a solid foundation in socio-cultural, biological, archaeological, and linguistic anthropology, emphasizing ethnographic, archaeological, and human biology research, and appreciation of cultural diversity. It is currently developing its applied anthropology subfield with a strong service learning component.

Last Five-Year Plan To address the concerns raised by the external reviewer in 1997, the Department's last 5-Year-Plan set itself three major tasks: 1) to have a full-time secretary to staff the Department office, 2) to increase it FTES by way of introducing applied anthropology, and 3) to recruit new regular faculty members. In the 1997-2002 review period, two new regular faculty members were recruited, both in applied anthropology, one of whom is the current Department Chair. An M.A. program in Applied Anthropology was established, and attracted a new type of graduate students.

Academic Programs Both graduate and undergraduate programs are important to the Department's mission, but the graduate program is growing faster than the undergraduate major. Graduate students also take some 3000 and 4000 level courses from the undergraduate program as part of the graduate requirements. In addition to servicing the Anthropology majors, Anthropology courses satisfy G.E. and Liberal Arts requirements. One course (ANTH3745 Human Sexuality) is very popular and attracts large number of enrollments with its repeated offerings. Anthropology also offered 5 courses to the previous cluster programs. The undergraduate major takes courses in the four major subfields in anthropology, a choice of two method courses, and a proseminar on concepts and theories. Some courses have been offered in distance learning or on-line format. At least one and often two courses are offered at the Contra Costa Campus. Some curriculum changes were made recently, including consolidating some 1000 level courses, adding an required applied anthropology course, making Physical and Archaeological Anthropology courses required courses. Various efforts have been made to increase the undergraduate major enrollment.

As of Fall 2002, M.A. students could take one of the three tracks: Research Thesis, Comprehensive Exam, or Applied Anthropology. They are prepared to pursue future development in teaching in community colleges, entering in a PhD program, or seeking careers as practicing anthropologists in government agencies, organizations,

or the private sector. A newly over-hauled M.A. curriculum went to effect in Fall 2002, adding the new Applied Anthropology track to the M.A. degree. It represents the only multi-subfield Applied Anthropology M.A. program in Northern California, thus making the M.A. graduates competitive in the region.

Tenure Track Position Applications The Department has submitted three applications for new tenure track positions (2000-2001², 2001-2002, and 2003-2004). One resulted in the hire of the current Department Chair; one resulted in the hiring of another applied anthropology specialist; and the third, for an archaeology and cultural resource management specialist, was voted favorably by the Council of Chairs, but was not submitted by the College to the University due to the current budget cut.

Comparable Programs in Other Universities The Report compared the Anthropology Program at CSUH with similar programs on other campuses of the CSU system. Currently, 11 other CSU campuses offer both the B.A. and M.A. degrees in Anthropology, and 4 campuses offer B.A. degrees in Anthropology only. M.A. enrollments range from 16 to 39, with a mean of 29.5. B.A. enrollments range from 28 to 179, with a mean of 89. SFR for combined graduate and undergraduate majors is 16.8 for Hayward, with other campuses ranging from 6.2 to 16.3, averaging 10.3. SFR for M.A. students alone is 5.9 for Hayward, with other campuses ranging from 16 to 36, averaging 3.0. The Department argues that the current faculty size limits the growth of anthropology undergraduate majors. The Report does not include other areas of information about these campuses, and does not include any information about similar programs in the U.C. system or other universities nation-wide.

Outcomes Assessment Plan The Department designed instruments to measure student learning outcomes in knowledge and skills. Entry and Exit tests were administered to 35 undergraduate majors in 2002 to test knowledge, and three portfolios were developed to measure skills. Preliminary rubrics were developed for both the knowledge and skills measurements. Disposition outcomes were seriously discussed, but need further work due to its abstract nature. Student exit interviews and faculty interviews will be added to measure learning outcomes in the future.

Resources The Department currently has four regular faculty members, one of whom is retiring in 2004, and two part-time FERPing faculty members. No new regular faculty hires were made during 1978-1999. A FERPing faculty member will complete the FERPing period in 2003, which will take away the Asian area specialty and the Cross-Cultural Child-Rearing course. This course would be a crucial component in increasing enrollment for Anthropology, due to the newly developed Liberal Studies Curriculum. New regular faculty members are needed in (in order of priority) archaeology, linguistic anthropology, and physical anthropology. Many anthropology video tapes in the Library need to be updated, and several anthropology journals were terminated by the Library due to budget cuts. But the e-subscription of journals compensated the loss partially. Two new journals are needed for the new Applied Anthropology specialty, but the Library requires the termination of two existing anthropology journals for the new subscriptions. In sum, library resources are inadequate for the new directions of the Department. Funding is needed to acquire site licenses for ethnographic software in the computer labs. The Department would like to have more space for lecturers and graduate students, and more funding for 3-4 graduate assistants. The Museum has a collection of 3,648 objects, but the storage space is so limited that it has to reject new donations of artifacts.

Faculty Achievements Since the Last Review The Department had 7 regular faculty members (some are retired now) and one entitled lecturer. All faculty members were active in their academic activities, in the form of publishing books, research papers, reviews, service as editors, creation of new computer program, and conference presentations. Some faculty members received Fulbright teaching awards and CSUH sabbatical awards.

² Application proposal for this position was not attached in the Appendix.

Justification for Over 180 Units The Report does not include information concerning this issue. However, at the CAPR meeting on 12/04/2003, Dr. Laurie Price (Chair of Anthropology) reported that the Program has arranged to conform to the system-wide 180 unit requirement.

Summary of Supporting Data

Anthropology had relatively stable FTES, fluctuating between 120.9 (in Fall 2001) to 159.7 (in Fall 2002) (Mean=137.2). Undergraduate section size ranged between 23.1 (in 2001) and 32.7 (in 2002), and graduate section size ranged from 10.0 (in 2001) to 22.0 (in 2002). The overall section size in Fall 2002 was 32.1. Anthropology had an average undergraduate enrollment of 27 (ranging from 23 to 35), and an average M.A. student enrollment of 26.4 (ranging from 23 to 30). On average, 9.2 B.A.s (ranging 5-12) and 7 M.A.s (ranging 5-9) are awarded each year.

FTEF ranged from 5.3 (2000) to 6.8 (2002). SFR ranged from 18.9 (in 2001) to 27.2 (in 1998) (Mean=24.3). For the undergraduate program, FTEFs range from 4.8 to 6.0 and SFRs range from 20.3 to 25.4. For the graduate program, FTEFs range from 0.5 to 0.8, and SFRs range 6.5 to 13.2. All these numbers fluctuate without a clear trend of increase or decrease.

III. Outside Reviewer's Comments & The Department's Response

Dr. Robert Harman, Professor Emeritus at CSU Long served as the external reviewer of the Anthropology Department. As part of the review process, he visited the CSUH campus on March 5 and 6, 2003. During his visit, Dr. Harman reviewed the numerous review documents, interviewed the regular and FERPed faculty, the Interim Dean of ALSS, visited 4 classes, the Museum, the archaeology lab, and the artifact storage areas, and interviewed some undergraduate and graduate students. Dr. Harman submitted a report on April 26, 2003

Faculty Dr. Harman observed that the Department's faculty members are well-trained, with considerable research experience. All are teaching in their own specialty areas. CSUH students concur that their teaching is excellent. The Department Chair is energetic, and some members try to contribute more service than normal to the department. However, four members were hired in the 1970, and two in 2001-2002, with no hiring between 1979 and 2001. Although it was part of the general trend in the 1980s, most anthropology departments elsewhere started hiring again by 1990, while CSUH did not. This indicates the failure of CSUH to recognize the importance of the scientific studies of culture in students' curricula. As a result, CSUH experienced continued shrinking of its anthropology faculty, compared exceptionally unfavorably to a faculty of 13 at CSU Long Beach.

Dr. Harman was very concerned about the status of Anthropology at CSUH, which is squarely inconsistent with the University Mission Statement that CSUH faculty and students operate within a "multicultural and multinational environment." Dr. Harman notes that the small faculty size is greatly challenged by the curriculum the Department offers, and some of the faculty had to teach courses without remuneration. Additional tenure track faculty members are needed, especially given that one member is retiring in 2004.

Curriculum Dr. Harman observes that the Department represents five subdisciplines of anthropology: cultural, linguistics, archaeology, biological and applied. However, some courses, particularly in archaeology, have not been offered regularly, constituting a significantly weak link in the curriculum. The Undergraduate Curriculum offers 59 different courses, falling into 9 subgroups. This makes the problem of a small faculty even loom large. Dr. Harman comments positively on the institution of the Applied Anthropology course as required of all majors, maintaining a large service component for majors in other departments for FTES, and the Chair's proactive efforts in persuading programs, such as Liberal Studies, to include a significant number of Anthropology courses. Dr. Harman states that "The Department continues to have a viable graduate program," offering 16 courses in various subfields, and having awarded 35 master's degrees during the 1998-2002 period. Dr. Harman was impressed with the current 25-35 graduate students, given the small size of the faculty, but he recognizes the labor-intensive nature of having a large body of graduate students. Dr. Harman values highly the new Applied Anthropology M.A. program, one of the only 15 similar programs in the entire country. A National

Association for the Practice of Anthropology survey in 2000 reports that graduate students in Applied Anthropology are highly employable as researchers, managers and administrators in government, corporate and other agencies and organizations. The CSUH program is the only such program in the Bay area, and its curriculum is well structured.

C.E. Smith Anthropology Museum Dr. Harman praises the Museum as having outstanding exhibits and ingenious creativity in the production of the virtual tour of the great 16th Century Inca site in Peru.

Recommendations Dr. Harman regards the shortage of tenure track faculty as "the single major weakness of the Anthropology Department at CSUH." New recruits should be made in archaeology or cultural anthropology, with archaeology as the highest priority. In addition, Dr. Harman recommends that "the applied master's program should be examined carefully by the College and University in consultation with the Department Chair," and that two new tenure track positions added to strengthen the Applied Anthropology M.A. program in the next 5 years. Dr. Harman also suggests that the loss of faculty in linguistic and biological areas may be covered by part-time faculty first, and one new faculty member for each area should be added for the 2008-2013 period, if the enrollment resumes growth over the next 5 years.

Conclusion Dr. Harman concluded that "the Department is at a crossroads" and the Department, the College, and University need to actively work on rejuvenating the Anthropology program. Dr. Harman hopes that the College would give more support to the Department

Anthropology's response The Anthropology Department concurs with most of the conclusions made by Dr. Harman, but disagrees with his recommendation to let go of the subfield of physical anthropology in curriculum development and faculty hiring decisions. The Department points out that physical anthropology is quite popular, as indicated by the high demand for the Human Sexuality course.

IV. Program's Five-Year Strategic Plan (2003 Forward)

The Program's Five-Year Plan was a list of goals summarized in Part 2 (consisting of Overview, Goals 1991-1996, and Goals and Plans 2003 Onward).

Curriculum

- Revise the Undergraduate major to reduce redundancy and increase rigor
- Develop a required applied anthropology course containing a service learning experience
- Reduce all or most of the graduate seminars from 5 units to 4 units
- Continue to offer a varied and useful curriculum for majors from other departments
- Enhance relationships with other departments that require anthropology courses to increase the demand for anthropology courses (e.g., Liberal Studies)
- Try to obtain a "science" designation from G.E. for appropriate Anthropology courses.

Students

- Increase undergraduate major enrollment to 30-35, through community college outreach, website development, and other activities.
- Secure a minimum of 8-10 new students per year in the Applied Anthropology tract M.A. program
- Try to increase FTES by 5-10% in the next five years through course development and distance learning.

Faculty

- Gain approval for a new TT position for Archaeology (Cultural resource Management, field methods, Native American studies)
- Make a case for 3 new TT positions in 1) linguistic/educational anthropology, 2) Asian studies and cross-cultural child rearing, and 3) physical anthropology.

Staff

- Gain approval for reinstalling the recently lost full-time Administrative Support Coordinator.

Resources

- Work with the Library to update Anthropology holdings, videos and key published volumes
- Improve computer softwares and work office space for entitled lecturers

Student Learning Assessment

- Continue developing and implementing assessment plan and pilot an exit and follow-up survey with graduates

C.E. Smith Museum of Anthropology

- Achieve necessary renovations to secure Museum collections, increase storage space for new donations
- develop a half- or full-time Museum Coordinator position
- conduct outreach activities for monetary and artifact donations, with a long-term objective of constructing a free-standing Museum building.

Cost considerations No specific costs for the proposed actions summarized above are presented in the Plan.

V. CAPR's Analysis of the Program's Five-Year Review

Dr. Laurie Price (Chair) from the Department of Anthropology met with CAPR to discuss Anthropology's Five-Year Review at the November 20 CAPR meeting. Chair Price presented a brief survey of the Department and the Review, focusing on the current course offerings, the historical drop in regular faculty size, and the newly developed Applied Anthropology subfield. Several CAPR members asked questions, followed by responses and clarifications by Chair Price. Approximately 45 minutes were allocated to the entire process.

The Document Format

CAPR commends the Department of Anthropology for its conscientious efforts in providing materials as required by CAPR 07, 2001-2002. The contents and data are clear and adequate with good tables. CAPR also appreciates the Department's effort in the clear organization and marking of the various documents. However, there is still room for improvement on some technical details. It would facilitate the review process if the presentation of the items in the Self Study followed the exact order as specified in CAPR 07. The comparison with other institutions could focus more on the programs' content provision. The 5-Year-Plan should have provided specific cost factors.

The Five-Year Review

CAPR strongly shares the external reviewer's and the Department's serious concern that the faculty size has fallen from its peak of 18 to the current 4 regular faculty members. CAPR appreciates the conscientious contribution made by the small faculty in providing instructional services in 5 different subfields in anthropology, and maintaining a sizable graduate student enrollment. CAPR commends the Department for its recent active efforts in establishing the new subfield of Applied Anthropology for its M.A. program, to create a unique niche in Northern California. CAPR notes positively the efforts exerted in maintaining the C.E. Smith Anthropology Museum. CAPR also shares with the Department the vision that anthropology is the cornerstone discipline in developing appreciation and understanding of culture and human evolution for all students across the board, and appreciates the role the Department of Anthropology plays in advocating and implementing it.

CAPR is alarmed by the report that some faculty members in the Anthropology Department are providing instructional services to sustain the program without proper remuneration, and echoes the External Reviewer's view that it is definitely unacceptable. CAPR commends these faculty members' devotion and sacrifice, and encourages the Department to find ways to recognize these faculty members' valuable work by exploring various means in accordance with the current university regulations.

CAPR shares the Department's and the External Reviewer's view that the single major problem facing the Department is the ever dwindling faculty size. It is alarming that no new hires were made over a 20-year period in the 1980s and 1990s. With the imminent retirement of one current faculty member, the Department will have only 3 regular faculty members, including the Chair. The Department should definitely secure one tenure track position search in 2004-2005 just to maintain its status quo. CAPR encourages the Dean of ALSS to give his priority to Anthropology's planned application. Figures for 2002-2003 are in favor to Anthropology's application for this position. Anthropology had an SFR of 23.6 in 2002-2003. The average SFR in 2002-2003 for the 5 existing programs that were awarded tenure track positions for 2003-2004 was 22.8 (ranging from 17.05 to 26.9). This indicates that Anthropology is at the high end of SFRs in ALSS. CAPR believes that securing this position is vital for keeping Anthropology alive, and the Department deserves this support from the College and the University.

CAPR notes further that the addition of a new tenure track faculty member will merely enable the Department to keep the current high SFR from going up. CAPR encourages Anthropology to secure more tenure track positions to cover all the important subfields in anthropology for an adequate and balanced curriculum, and at the same time, relieving the high SFR. CAPR encourages Anthropology to present more convincing arguments to the College in the future for its planned applications. One potential problem may lie in Anthropology's calculation of the work load for supervising graduate students in the same way as for undergraduates. This under-estimates the faculty's actual work loads, and a new formula might be worked out for an accurate reflection of the work load situation of the Department.

CAPR recognizes the conscientious efforts made by the Anthropology Department in revising its curriculum. CAPR commends the Department Chair's active efforts in involving the whole regular faculty in working out the future plans for the Department. CAPR also commends the very productive Program Assessment process, which resulted in clear documents, rubrics, instruments, and future plans. active participation in teaching, professional, and service activities by the regular faculty members. CAPR praises the professional and instructional achievements made by the regular and entitled lecturer faculty in publications, conference presentations, production of instructional softwares, and other professional activities.

CAPR notes that the enrollment of undergraduate majors in Anthropology remained low during the review period, fluctuating between 23 and 35. Although it seems to be a general trend that Anthropology attracts decreasing enrollments as majors, CAPR notes that Anthropology undergraduate majors are among the lowest in the CSU system. CAPR concurs with the Department's vision to proactively explore ways to increase the major enrollment. One possibility is to attract majors by making the new subfield of Applied Anthropology as an option/concentration. CAPR is impressed with the size of the graduate students Anthropology attracts and recognizes the tremendous amount of work involved in supervising graduate students in anthropology.

CAPR commends and supports Anthropology's plan to place faculty recruitment as its priority in the Five-Year Plan and would like to actively promote its future efforts for this purpose where appropriate. However, the Plan did not specify the time-lines and cost factors. This makes it hard for CAPR to make informed judgments and provide effective support. CAPR recommends clear prioritization and cost factor analysis for each position to enhance possibilities of approval.

CAPR believes that the Regular-Faculty/Lecturer-Faculty ratio in Anthropology is in need of significant improvement. The TT FTEF is only 4.0, less than 59% of the total 6.8 FTEF of the Department, significantly below the University's commitment to keep a minimum regular faculty proportion at the 75% level. CAPR encourages the Department to use every opportunity to improve this situation.

CAPR is a little concerned about allowing graduate students to take 3000 and 4000 level undergraduate courses toward their M.A. degree, as pointed out by the 1996 External Reviewer. It was not clearly addressed and justified in the report. Even though the 2003 External Reviewer did not raise this issue, CAPR believes that this issue warrants attention and justification.

CAPR is concerned about the report by the Chair of Anthropology on the loss of the full-time Administrative Support Coordinator in the Anthropology Department. Without a full-time anchor service person located in the Department's office, CAPR anticipates that there will be a serious, negative impact on the day to day functioning of the Department, and it will jeopardize the Department's plan for growing the major enrolment in the future. In conclusion, CAPR is satisfied with the performance of the Undergraduate and Graduate Programs in Anthropology in the past Five-Year Review period for its curriculum development, educational service, assessment, and faculty professional activities. CAPR recognizes and is concerned for the urgency in replacing the about-to-retire faculty with at least a new hire in the immediate future. CAPR is generally supportive of Anthropology's plan to steadily increase the faculty size to sustain and expand the current Anthropology major enrollment. CAPR commends the Department's efforts in maintaining and developing a good program in front of a difficult situation. CAPR encourages the Department to work further to improve the difficult situations and is willing to lend necessary support whenever appropriate. It concurs with the Department that Anthropology is one of the most important corner stones in college education for all students and would like to see it implemented accordingly. In this respect, CAPR agrees with the Department that the program should keep a more balanced curriculum covering all of the 5 subfields, rather than turning it into one primarily focused on applied anthropology.

CAPR's Evaluation of the Program's Tenure Track Recruitment Plans

- CAPR highly supports Anthropology's proposed application for a new tenure track position in Archeology, and believes that this application should receive the College's top priority.
- CAPR supports Anthropology's other three proposed applications in principle, for its curriculum needs. However, CAPR encourages Anthropology to make more concrete and convincing analysis and arguments for their costs and effects in enrollment increase.

VI. CAPR Recommendation for Continuation of the Program

CAPR voted unanimously to continue the program without modification.

VII. Date of the Program's Next Five-Year Review

2007-2008