

## CALIFORNIA STATE UNIVERSITY, EAST BAY

Designation Code: 2007-08 CAPR 14

Date Submitted: February 26, 2008

TO: The Academic Senate

FROM: Committee on Academic Planning & Review (CAPR)

SUBJECT: Five-Year Program Review for the Sociology Program

PURPOSE: For Action by the Academic Senate

ACTION REQUESTED: Acceptance of the Five-Year Program Review of the Sociology Degree Programs, approval of the continuation of the programs, and request for a five-year plan as part of the 2008-2009 annual report

### **Executive Summary**

#### **1. BACKGROUND**

The Sociology Program (of the Sociology and Social Services Department) offers a M.A., a B.A. and a Minor in Sociology. The B.A. Major has 2 Options: the Sociology Option and the Social Service Option. It offers courses to the wider university community, including G.E., Liberal Studies, and PACE. It offers courses on both Hayward and Concord campuses. The Sociology Program had undergraduate majors ranging from 210 in 2000 to 304 in 2005, and graduate students ranging from 10 in 2000 to 26 in 2005, representing a steady increase across these years. It is the 5<sup>th</sup> largest program in CLASS for majors, and the 4<sup>th</sup> largest program in CLASS for FTEs. The Program had 8 full time and 1 part time regular faculty members in 2005, with 9 part time lecturer faculty members, reflecting a decrease from 12 full time regular faculty members in 2001 and 2002. The FTE Faculty in 2005 is 5.7 for regular faculty, and 6.7 for lecturer faculty, with Lecturer faculty generating 52.5% of its total FTES. The SFR is 26.6 in 2005. Average section size for 2005 is 36, showing a steady increase from 28 in 2000.

#### **2. CAPR Comments**

CAPR commends the Program's achievements in creating the new Social Work Department in the past review period, and its effort to maintain its FTES and increase its Majors, despite the interruption resulting from the separation of 3 regular faculty members who joined the newly created SW Program. CAPR is concerned with the stated lack of tenure track faculty member, office space, and staff support. However, CAPR believes that the Report needs to be more specific about the situation, as compared with other programs on campus, and its specific consequences for the program. CAPR requests that a more coherent and specific 5-year plan and faculty recruitment plan developed in the near future and that this five-year plan be included as part of the 2008-2009 annual report.

#### **3. CAPR Recommendation for Continuation of the Program**

CAPR recommends the continuation of the Sociology degree programs without modification. The date of the next Five-Year Review is 2011-2012.

## **Full CAPR Report**

### **1. BACKGROUND**

#### **1.1 Overview description of the program:**

- The Sociology Program (of the Sociology and Social Services Department) offers a M.A., a B.A. and a Minor in Sociology. The B.A. Major has 2 Options: the Sociology Option and the Social Services Option. It offers courses to the wider university community, including G.E., Liberal Studies, and PACE. It offers courses on both Hayward and Concord campuses.
- The Sociology Program had undergraduate majors ranging from 210 in 2000 to 304 in 2005, and graduate students ranging from 10 in 2000 to 26 in 2005, representing a steady increase across these years. It is the 5<sup>th</sup> largest program in CLASS for majors. Degrees awarded annually ranged from 63 and 3 in 2000 to 90 and 2 in 2005 for B.A. and M.A. respectively. Its FTEs ranged from 346.9 in 2000 to 328.5 in 2005, with the peak of 357.5 in 2002, showing a relatively even trend with a slight tendency to decline in 2004 and 2005. It's the 4<sup>th</sup> largest program in CLASS for FTEs.
- The Sociology Program had 8 full time and 1 part time regular faculty members in 2005, with 9 part time lecturer faculty members. This reflects a decrease from 12 full time regular faculty members in 2001 and 2002. The FTE Faculty in 2005 is 5.7 for regular faculty, and 6.7 for lecturer faculty, with Lecturer faculty generating 52.5% of its total FTES. The SFR is 26.6 in 2005. Average section size for 2005 is 36, showing a steady increase from 28 in 2000.

#### **1.2 Overview of the documents submitted to CAPR:**

The report contains the following components as required by CAPR (2005-2006 CAPR-09):

- **Self-study Report**
  - It was not explicitly labeled so in the submitted package, but the contents of *Section II. Background* seem to cover the basic contents for this component.
  - *Summary*: clear and brief description of last review, last 5 Year Plan and its implementation and discrepancies, and achievements and highlights.
  - *Curriculum and Student Learning*: This subsection contains
    - Description of the restructuring of both undergraduate and graduate curricula
    - Outcomes Assessment documents include the background, implementation and results of an exit survey, and future assessment capacity. We found Goals/Objectives and Outcomes in either the major section or Appendix, but did not seem to have found Indicators, Assessment Methods, and Plan.
    - Comparison with other institutions focuses on FTES, without information about curriculum features.
    - Detailed course syllabi for many, if not all, sociology courses in Appendix H.
  - *Student, advising, and retention*: The Institution Research data table for 2000-2005 is provided. Summaries of outreach/enrollment and scheduling strategies are included.

- *Faculty:* Program achievement information is provided in the main section, highlighting curriculum, creation of the new Social Work program, merging with Anthropology, tenure track faculty recruiting plan, and brief summary of faculty activities. Detailed faculty achievements are listed in great detail in Appendix A.
  - *Resources:* One section focuses on lack of office space and its consequences. An extensive description of library resources for sociology in Appendix E.
  - *Unit Requirements:* It did not specify this in the Report. But the University catalog states that the Program requires 180 units.
- **Five Year Plan for 2005-2009**
    - *Curriculum:* general strategies, without specific details
    - *Students:* general strategies and goals, without specific details
    - *Faculty:* general intentions, without specific needs and future plan, but indicating that the weak area is in “international/global” studies
    - *Resources:* no mention on this issue in the Plan. But the resource issue for office space was mentioned in Self-study above.
  - **Outside Reviewer Report**  
Prepared by Dr. Edward Nelson, Dept. of Sociology, California State University, Fresno (with no date).
  - **Departmental Response to the Outside Reviewer’s Report**  
Submitted with the Outside Reviewer Report, dated May 31, 2007.

## 2. FIVE-YEAR PROGRAM REVIEW/SELF-STUDY (2001-2005)

### 2.1 Summary of specific areas of the Self-Study

- *Summary of last 5-year review and plan* The strategic plan of the last 5-year review of Sociology conducted in 2001-2002 had 4 goals: 1) restructure the major so that students have more flexibility in designing their own schedules, hence increasing enrollment, 2) develop a Master’s of Social Work program, 3) improve students’ access to educational technology, and 4) improve student advising by reducing SFR (student faculty ratio).
- *Curriculum and student learning*
  - *Outcomes Assessment* The Program has provided documents of program goals, student learning outcomes, and various SLO assessment documents. It conducted an Exit Survey with some detailed results. It plans to continue to develop and implement assessment tools.
  - *Other comparable programs* Twenty one CSU campuses have Sociology programs. CSUEB is the lowest in lower division FTES of all, but ranks 13<sup>th</sup> in upper division FTES, indicating CSUEB program is primarily a transfer one. It ranks 8<sup>th</sup> and 10<sup>th</sup> in class size for lower and upper division courses respectively. No specific curriculum comparison is given.

- *G.E. offerings*            The Program offers courses for G.E., but no specific information was given.
- *Last 5-year achievement* In the last 5 year period, several accomplishments were achieved:
  - The Master's of Social Works was created, which became a separate department.
  - Developed some program goals/objective, student learning outcomes, and conducted an exit survey for assessment.
  - Developed student recruitment material and attended various Community Colleges' outreach events.
  - Offered the program to Concord campus, and experimented with class scheduling for "unusual times", including night and "Monday-Wednesday" two-day schedules.
  - Individual faculty members' personal achievement in instruction, research and external services.
- *Faculty gap*            Three faculty members left the Department to join the new Social Services Department. The data show high (52.6%) lecturer faculty ratio, but the report did not clearly present a systematic analysis on this issue.
- *Resources* The Department lost office space due to the establishment of the new Department of Social Work. Now more than 2 regular faculty members share one office, and 4 lecturer faculty members regularly share one office. It is difficult to do student advising and other faculty duties.
- *180 unit requirement*    No mention on this issue is found in the Report. In the University Catalog, 180 units are required for the B.A. degree.

## **2.2 Summary of supporting data**

- The Sociology Program had undergraduate majors ranging from 210 in 2000 to 304 in 2005, and graduate students ranging from 10 in 2000 to 26 in 2005, representing a steady increase across these years. It is the 5<sup>th</sup> largest program in CLASS for majors. Degrees awarded annually ranged from 63 and 3 in 2000 to 90 and 2 in 2005 for B.A. and M.A. respectively. Its FTEs ranged from 346.9 in 2000 to 328.5 in 2005, with the peak of 357.5 in 2002, showing a relatively even trend with a slight tendency to decline in 2004 and 2005. It's the 4<sup>th</sup> largest program in CLASS for FTEs.
- The Sociology Program had 8 full time and 1 part time regular faculty members in 2005, with 9 part time lecturer faculty members. This reflects a decrease from 12 full time regular faculty members in 2001 and 2002. The FTE Faculty in 2005 is 5.7 for regular faculty, and 6.7 for lecturer faculty, with Lecturer faculty generating 52.5% of its total FTES. The SFR is 26.6 in 2005. Average section size for 2005 is 36, showing a steady increase from 28 in 2000.

### 3. OUTSIDE REVIEWER'S COMMENTS & THE DEPARTMENT'S RESPONSE

#### 3.1 Outside Reviewer's Comments

Dr. Edward Nelson, Professor of Department of Sociology, CSU Fresno, visited the program on campus on May 14, 2007 to evaluate the Sociology program and submitted a report. He met with all the regular faculty members, the CLASS Dean and Associate Dean, and 3 students. He reports the following issues and recommendations:

- 1) to review the curriculum, including enriching the Social Services Option by adding clinical sociology, service learning, and community-based research; considering development of online courses and use of educational technology in other courses;
- 2) to develop a detailed and realistic implementation plan for recruiting new faculty members to compensate for the shrinking faculty (CAPR note: after the external review, the Program had to sadly endure an unfortunate loss of a brilliant tenured faculty member, Dr. Young Song);
- 3) to build a greater community for more activities and connections for faculty (both regular faculty and lecturer faculty), and for students;
- 4) to obtain adequate office space for faculty members, and improve staff support (which was partly overburdened by the merge with Anthropology as one administrative unit);
- 5) to reduce faculty teaching load;
- 6) to make faculty work load more even regarding MA thesis committee chairing, advising, and committee work;
- 7) to incorporate more research opportunities for undergraduate students.

#### 3.2 Program's response to outside reviewer's report

(submitted as a separate Addendum)

The Program has the following responses:

- 1) **Curriculum:** It added the capstone course in the last 5-year review period, and will be maintained for the future. It will also strengthen the past successful "service courses" by providing more sections. It also plans to develop several online courses to get more FTES, reduce lecture class sizes to improve quality, and explore development of service learning courses in the future. It will try to increase graduate student enrollment in order to offer the original 5 courses per year scheduling. The Program also participated in the Freshman Cluster Program.
- 2) **Students:** Outreach efforts by attending meetings and events in the past seemed too time consuming and not very effective. The Program believes that the best way of attracting students is to offer inspiring classes. The CLASS Dean's Office did support producing outreach brochures in the past, which are useful now. The Program provided courses to students at Concord and scheduled classes for "unusual" times in the past 5-year review period, which seemed to be effective. It will continue to do so.
- 3) **Faculty recruitment:** The Program intends to strengthen the weakest area in International/Global Studies by recruiting an expert in this area. The Program was joined

by a new tenure track social worker in Fall 2007, and is in the process of hiring an addition member in International/Global Studies.

- 4) **Resources:** The Program reiterated the lack of resources for faculty, office space (which also resulted in lack of faculty communication and community), and funding for adequate class sections. The Program is currently seeking clerical help for the needs of both Sociology and Anthropology Departments.

#### **4. Program's Five-Year Strategic Plan (2005 – 2010)**

- *Curriculum*
- *Students*
- *Faculty*

The Program plans to seek a tenure track position in international/global studies, which is the weakest area in the Program.

- *Resources*

Except for faculty recruitment plan, the section on 5-year strategic plan contains some statements about vision, principles, milestones, and objectives in very general terms. Some specific pieces are found mostly in “responses to external reviewers”, which are summarized in the earlier section of this report.

#### **5. CAPR Analysis of the Program's Five-Year Review**

CAPR commends 1) the admirable achievement in successfully creating and launching the Graduate Social Work Department (which was separated from the Sociology and Social Services Department), and 2) the impressive achievement in maintaining one of the College's largest Major student bodies and FTES, with steady progress. CAPR also appreciates the challenges Sociology experienced when it lost 3 regular faculty members to the newly created Social Work Department. CAPR congratulates Sociology faculty members' professional and instructional achievements in the past 5 years.

CAPR has the following comments to highlight:

- *CAPR's concerns*
  - Although Sociology has a remarkably high class size (36/section), SFR (26.6), and Lecturer-generated FTES (52.5%), and its repeated statements about lack of TT faculty members, there does not seem to be a specific recruitment plan for the next 5 years, beyond the mere mention of the position for international/global studies.
  - The Report emphasized lack of office for regular faculty members, and stated that as a consequence, the “faculty is encouraged to minimize its time on campus and work from home offices.” which has serious negative consequences on student advising, especially given a large body of Majors. However, it was not specified whether the lack of office space is in line with the university average (2 sharing one office), or worse than that. CAPR is also concerned about the statement that new faculty members feel isolated without an adequate sense of community.
  - The Report (with its later Addendum) does not seem to present a well-developed and explicit 5-year strategic plan for the next 5 years. CAPR does not seem to have a clear sense where the program will go and how to get there with specific plans.

- *CAPR's recommendations*

CAPR recommends that

- 1) the Sociology program work out a fully-developed, clear, and specific 5-year plan, by having all regular faculty members participate in the process. The plan should give a clear sense of direction, identify the key issues and goals, and lay out specific steps/measures to resolve the issues and reach the goals.
- 2) the Program develop a clear plan for future tenure track faculty hiring, by anticipating future attritions (due to retirement), specifying the curriculum and student enrollment needs and the contributions such hiring can make, and laying out the plan to seek such positions in terms of time and strategies.
- 3) consideration be given to replacing vacated or vacating faculty positions. Any further consideration of tenure-track faculty needs should wait until a stronger five-year plan is in place; however, CAPR recognizes that such a plan depends on having a sufficient number of faculty to develop it.
- 4) the College work with the Program to review the administrative support and office needs as claimed in the Review.

CAPR wishes to see a continuously strong Sociology program in CSUEB both for its role in recruiting increasingly more majors and contributing to the G.E. curriculum.

### **CAPR Recommendation for Continuation of the Program**

CAPR recommends the continuation of the Sociology Bachelor of Arts program and the Sociology Master of Arts degree program without modification of the curriculum. However, CAPR requests that a five-year plan, as described above, be included as part of the 2008-2009 annual report. The plan should address the program's intended direction, identify key issues and goals, lay out specific steps/measures to resolve the issues and reach the goals, and define the appropriate number and type of faculty tenure-track positions needed.

### **Date of the Program's Next Five-Year Review**

2011-2012.