

CALIFORNIA STATE UNIVERSITY, EAST BAY

DESIGNATION CODE: **2007-08 CAPR 25**

DATE SUBMITTED: **May 15, 2008**

TO: The Academic Senate

FROM: The Committee on Academic Planning and Review (CAPR)

SUBJECT: Five-Year Program Review for Anthropology

PURPOSE: For Action by the Academic Senate

ACTION REQUESTED: Acceptance of Five-Year Program Review for Anthropology and Approval of Continuation of Program without Modification

Executive Summary

Anthropology offers an extremely broad range of programs and courses, including wide-ranging contributions in its service program of GE classes, a department-specific option in the Liberal Studies major, an undergraduate minor in anthropology, and a B.A. and M.A. in anthropology. Of particular note is the program's continued focus on a "four fields" approach, unique to the CSU. This is a strong program as shown by both its SFR and FTES and the enthusiasm and energy shown by the department. The Anthropology program also houses the C.E. Smith Museum of Anthropology in Meiklejohn Hall with limited space and limited exhibit time.

The department has undergone upheaval since the last five-year review, having been combined with Sociology, a merger that remained administrative without the faculty and programs actually merging. The two departments are now being separated.

The External Reviewer and departmental review of the program and its previous five-year reviews are positive regarding the program's development and plan. The faculty, while small in number, has ambitious plans and extensive goals to meet them; however, the program needs significantly more resources to continue its growth and development. CAPR recommends additional faculty to replace retirees and add to current faculty numbers. The Department also needs a number of resources to function effectively and independently. Departmental needs include: teaching equipment for archeology, ethnographic research, and its Osteology laboratory, the standard computer research tools of anthropology for teaching and research; museum, office and laboratory space; and upgrades for the Museum, which would serve not only the campus, but the broader community.

CAPR Recommendation for Continuation of Program

CAPR recommends continuation Anthropology Program without modification. The date of the next Five-Year review is academic year 2012-2013.

1. Background

1.1 Overview description of the program

Anthropology offers an extremely broad range of programs and courses. It offers a service program of GE classes. Multiple courses fit into the overall University Academic Plan's Programs of Distinction, including General Education for Undergraduates, Graduate Education, Global Awareness and Understanding, Multiculturalism and Diversity, Arts and Culture, and Professional Programs. Faculty further plan to increase their offerings related to environmental issues in anthropology, which would address the Academic Plan's Program of Distinction in Environmental Awareness and Sustainability. These contributions to the University Academic Plan's Programs of Distinction are evidence of the program's wide-ranging contributions to the general education of CSUEB students.

Anthropology department-specific programs include an option in the Liberal Studies major, an undergraduate minor in anthropology, a B.A. in anthropology, and a M.A. in anthropology. The minor in anthropology takes 36-units. All majors take 10 core courses in anthropology which cover all four basic fields of anthropology in the American tradition of anthropology – socio-cultural, biological, linguistics, and archaeology. Undergraduate majors focus either on physical anthropology and archaeology or on socio-cultural anthropology, both tracks of which are equally popular with majors. M.A. students may choose among three track options – comprehensive examination, university thesis, or an applied anthropology track which culminates in a 300-hour internship and a departmental thesis. Currently, the applied anthropology M.A. track is the most popular among students. This applied track is the outcome of a restructuring of the program in the late 1990's and was implemented in 1998. Initially, the program had trouble attracting students, but with more restructuring and new faculty dedicated to the program, the track has moved to the leading track status in the department. The number of majors, undergraduate and graduate, over the five-year review period has varied, but the trend is slightly upward.

The Anthropology program also houses the C.E. Smith Museum of Anthropology and its collection of bones and other artifacts. The Museum has been involved in multiple exhibits and is attempting to enlarge its impact on campus through joint ventures with the Library and the Art exhibit areas. Currently, the Museum is housed in Meiklejohn Hall with limited space and exhibit time, but it has launched several well-respected shows, including a DNA exhibit that is being moved online.

Faculty for academic year 2007-2008 include two professors on FERP, one of whom will complete FERP in spring quarter 2008, two (2) assistant professors, two (2) professors, and an assistant professor who deferred starting until 2008-2009. During the last five-year review cycle, another professor completed the FERP program in spring 2007. Seventy-three percent (73%) of classes taught during the 2002-2007 five-year cycle were taught by tenured and tenure-track faculty. FTES has been trending upward. SFR has remained higher than the CLASS average throughout the five-year review period.

The other major factor in the past five-year review period has been administrative changes in the department. In a cost and space saving move, the Anthropology and Sociology departments were combined, sharing a Chair and office staff. In the move, anthropology lost a Chair position in favor of an Associate Chair. Anthropology also lost a student lounge and staff space. The merger never truly merged faculty or the departments, but stayed solely an administrative merger. Currently, the departments are in the process negotiating a separation, which has been approved by the College, and decisions are in process for dealing with the related space and staffing issues.

1.2 Overview of the documents submitted to CAPR

- 1.2.1 Program introduction
- 1.2.2 Review of last five-year review
- 1.2.3 Curriculum and student learning outcomes self study report
- 1.2.4 Report of External Review
- 1.2.5 Response to external review
- 1.2.6 Five year plan for 2008-2013

2. Five-year Program Review Self-study (2002-2007)

2.1 Summary of specific areas of the Self-Study

Goals developed in the last five-year plan have largely been met, and those that remain are incorporated into the new five-year plan, as appropriate. The undergraduate major was revised, including the revision of an existing course into a service-learning course required of all majors. There has been some outreach to community colleges, including the development of new outreach materials. Graduate program enrollment has stabilized, as has the program, after it was revamped to bring the number of course units into line with the university standard. By fall 2008, the department will increase tenure track faculty to 5.5 from 5, although they have lost an entitled lecturer, resulting in the need for an increase in lecturers. Relationships with other CSUEB programs with related curriculum content have been developed, but they have not been institutionalized and remain informal. Another online course has been added to increase the reach of the department for a total of five online courses. Strategic hiring of new tenure track faculty continues as the department intends to keep their focus current and to fill tenure track positions as faculty FERP out.

The resource goals did not fair as well. The department has not been able to fund the purchase of ethnographic software, library holdings need updating and reformatting for newer technologies, and more space has not been found for lecturers' offices. The planned student learning outcomes assessment was started with the implementation of a pre-post knowledge test, but implementation of an exit survey and routine analysis of the knowledge test have not been implemented due to lack of faculty time. An evaluation and revision of the student learning outcomes assessment is in progress. Unfortunately, the goals related to the C.E. Smith Museum were not met and the Museum still needs renovation and storage space, and the directorship/coordinator positions have been unstable resulting in the community outreach development plan remaining undeveloped. Fortunately, a new part-time Associate Director for the Museum has recently been hired

which will allow plans to address some of these issues. As mentioned in the overview, one issue for Anthropology during the past five-year period has been the merger with and separation from Sociology.

2.2 Summary of supporting data

Majors	Fall Quarter – count of undergraduate and graduates					
	2001	2002	2003	2004	2005	2006
Undergraduates	23	24	33	24	36	30
Graduates	23	25	31	32	34	23

Table 2.2.a Number of students in Anthropology department

Section	Fall Quarter – Section descriptors				
	2002	2003	2004	2005	2006
Number offered	24	25	21	31	22
Average size	25	22	28	23	32
CLAS average size	20	24	25	23	23

Table 2.2.b Numbers and sizes of section in Anthropology department

Faculty and Student Ratios	Fall Quarter – Student and Faculty Ratios				
	2002	2003	2004	2005	2006
FTES	159.7	150.3	151.1	186.9	190.13
Total Instructional FTEF	6.7	5.2	4.8	7.1	7.0
SFR (All Faculty)	23.6	29.1	31.5	26.5	27.1
CLAS SFR (All Faculty)	18.57	20.33	23.21	20.80	21.57

Table 2.2.c Faculty and Student ratios in Anthropology department

Faculty	Fall Quarter – Tenure Track/Tenured Faculty				
	2002	2003	2004	2005	2006
Full time Tenure Track	5	3	4	3	4
FERP	1	1	1	1	2
Part-time	5	5	2	7	5

Table 2.2.d Number of faculty in Anthropology department

3. Outside Reviewer’s Comments and the Department’s Response

3.1 Summary of Outside Reviewer’s Comments

The external reviewer, Carol C Mukhopadhyay PhD, Professor of Anthropology at San Jose State University, generally compliments the department on teaching anthropology well with an overworked faculty. The External Reviewer had positive comments about the program, especially its energy and its creation of a ‘learning community’ with a positive climate. The External Reviewer also concurs with the Self-study and goals of the department, especially highlighting the department’s needs for resources, including faculty, and a re-evaluation of the learning outcomes assessment plan. The plan, while having many stated goals, does have a limited number of ‘themes’ and the Reviewer agreed that Anthropology needs to focus on these areas to “grow the department.” Of special note is the Reviewer’s concurrence with Anthropology’s need to gain independence as a separate department and with its plans to pursue more tenure track

faculty positions. She does express some concerns, most of which are resource-related. She notes that the department is hampered by low resources, including faculty, and that given the department's growth and plans, this could lead to faculty burnout. The Reviewer expressed concern about the number of credits in the minor, which is high compared to other departments with a minor, and suggests that this might limit the number of students enrolled in the minor, thus lowering FTES and, subsequently, resources available to the department. Another concern is that the "four field" approach is too much for a small department, especially given the variety of sub-specialties offered. The concern is that this spreads faculty too thin, both in classes taught and in thesis/research projects overseen. In turn, this decreases the possibility of faculty collaboration on research and on topics of interest. The Reviewer is also concerned that the proposed new positions are slotted for specialties. Given the department's size, she recommends the hiring of generalists who can cross sub-specialties. She also suggested not developing a focus in cultural resources management (CRM) as there is a nearby CSU with a known program in CRM, and CSUEB Anthropology is already spread thin. The Reviewer expressed concern that the graduate program departmental thesis option takes a lot of time and energy of the faculty that could be used otherwise.

On the positive side, the Reviewer concurs with the department's plans to update classes, develop a two-year plan for the major (a roadmap for majors), emphasize and capitalize on the Museum, which could attract both majors and community attention (and possibly funds) for the department. The Reviewer is very positive about the department's goal to increase majors, suggesting several additional ways to reach out to potential majors, including increased inter-departmental majors, increasing recruitment through current students, and growing the minor.

The Reviewer proposes that the department capitalize on exhibits at the Museum, e.g., using the DNA exhibit to build a GE course, integrating it into outreach to local high schools and community colleges, and linking it with the professional bodies' current web site on genealogy and bio-cultural anthropology. The Reviewer also proposes building a GE course on race and anthropology which would fit comfortably into the "four fields" vision of the department and the diversity and cross-cultural programs of distinction for the University. This, in turn, could be helpful in outreach to potential majors and also facilitate a program for graduate students to serve as Teaching Assistants. This additional course would also increase departmental resources. She even goes so far as to suggest a text for the course that would link it to the DNA exhibit at the Museum.

3.2 Summary of Department's Response

In general, the Anthropology department concurred with the External Reviewer's evaluation that the department was doing well with very limited resources, and that without an increase in resources, there is the potential that the department will not fulfill its well-thought-out five-year plan. The Department is considering several of the External Reviewer's suggestions, including re-sizing the minor to fit the general CSU pattern and developing cross-department relations and programs – though not necessarily in a cross-department major, as suggested. On the External Reviewer's suggestion, the department is looking at its thesis requirement in the applied track of the M.A. program

to see if it can be revised to decrease faculty workload, especially the uncompensated workload of thesis participation, while still maintaining a graduate program that fulfills student needs and faculty ideals.

The department differs with several of the External Reviewer's suggestions. The department thinks that the "four fields" focus is the unique approach that they bring to anthropology in Northern California and that it allows their small department to function as an anthropology department and not a sub-field department. The department also thinks that while the External Reviewer is correct in suggesting that a track of CRM is not a good plan for the department, there should be an increase in CRM content within the program they are already building based on Alumni needs and contacts, and on the Museum.

4. Program's Five-Year Strategic Plan (2008-2013)

The Anthropology department's five-year plan for 2008-2013 includes 31 listed goals. Of note, however, many of those goals are more appropriately described as objectives to meet some general concerns and areas of concentration for the department. The more general goals include staffing, growth of the student body in the department, continued curriculum updating and revision, stabilization and growth of the Museum both for teaching and outreach, facility and equipment updates, and departmental independence to allow the department to focus on anthropology. These areas include much more detail in the form of the 31 specific goals. In fact, two of the thirty-one goals have been met during the strategic planning process. The department is gaining its independence and a new tenure track faculty member is due to start in the fall, with a search approved for the coming year for another tenure track hire.

The following is the list of goals as given in the department plan, grouped in the six areas mentioned above (Note that several of the department's planned goals are listed in more than one grouping as they address several larger issues of the department):

Staffing:

- Seek a tenure-track position in socio-cultural anthropology with a specialization in religion.
- Seek a tenure-track position in archaeology, with a specialization in cultural resources management
- Seek a tenure-track position in socio-cultural anthropology, with a specialization in environmental culture
- Seek a tenure-track position in museology
- Support faculty research
- Seek a Permanent Assistant Director Position
- Seek release time for the department chair
- Seek release time for the museum director
- Seek release time for community outreach
- Seek a full-time ASC

Growth of departmental student body

- Increase the accessibility of the major
- Strengthen Cultural Resources Management training
- Strengthen museology training
- Increase the number of students who majoring and minor in anthropology
- Increase total enrollments in undergraduate anthropology classes
- Improve student career connections
- Improve advising and retention
- Improve museum outreach
- Seek release time for community outreach
- Find space for student / departmental meetings and administration

Continued curriculum updating and revision

- Explore new course offerings
- Rename existing courses
- Review content in core courses
- Strengthen Cultural Resources Management training
- Strengthen museology training
- Expand the curriculum to include Museum Management

Stabilization and growth of the Museum for both outreach and teaching

- Seek a Permanent Assistant Director Position
- Increase community and monetary support for the museum.
- Find space for museum collection storage
- Improve museum outreach
- Expand the curriculum to include Museum Management
- Release time for the museum director

Facility and equipment update

- Find space for museum collection storage
- Improve museum web presence
- Seek additional films and videos
- Seek qualitative data analysis software
- Find funding for archaeology teaching equipment
- Find space for the Osteology laboratory and museum collection storage

Departmental independence

- Regain departmental independence
- Seek release time for department chair
- Find space for student / departmental meetings and administration
- Seek a full-time ASC

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

In its plan, the department demonstrates its belief that following all these goals is necessary to achieve their overall goal of "growing the department" because the goals are intertwined – more staff and resources are needed to increase the number of students, and more students are needed to maintain and increase the resources and staff. Given the projections of FERP and retirements, the department will need more tenure track faculty. This needs to be addressed for the department to continue to deliver a quality program.

At the very least, the department needs to maintain its faculty numbers and will need new hires to replace FERP and retiring faculty. In addition, more faculty members will be needed as FTES and SFR are stretched to the limit now, before the projected growth in the programs. The department also needs staffing, release time, and space to maintain its new independent departmental status. This includes an ASC, release time for the chair, and space for the office and meetings.

The department further needs resources, including space and support for the Museum, and teaching equipment for archeology, ethnographic research, and its Osteology laboratory. In this age and in the university's location on the edge of Silicon Valley, it is amazing that the program does not have the standard computer research tools of anthropology available for teaching. This needs to be remedied. The Museum could and should be a major resource for the department, CSUEB, and the community. The Museum needs space for storage and release time for the Director in order to serve its function for the department, the University, and the community.

The one caveat that CAPR recommends is that the department prioritize its goals and work assiduously not to be stretched even more thinly than is currently the case.

6. CAPR recommendation for Continuation of Program

CAPR recommends continuation of programs without modification.

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

Date of next Five-Year review is academic year 2012-2013.