CALIFORNIA STATE UNIVERSITY, HAYWARD
COMMITTEE ON ACADEMIC PLANNING AND RESOURCES

Approved as presented

Minutes of the Meeting of February 1, 2001

Members Present: Carol Becker, Beverly Dixon, Phil Duren, Jennifer Eagan, Jennifer Laherty, Jane Lopus-Chair, Frank Martino, Bijan Mashaw, Eric Suess, and Mary Timney.

Guests: President Rees, Tom Acord, Joy Bhadury, Nancy Fegan, Michael Leung, Leigh Mintz.

The meeting was called to order by Chair Lopus at 2:10 P.M. in WA 800.

Approval of Agenda: M/S/P

Approval of the minutes of the meeting of January 11, 2001: M/S/P

Report of the Chair:
The Theatre/Dance program review will be on the February15 agenda. Chair Lopus will be in contact with the Chemistry and Mass Communication departments about their respective reviews. Mass Communication was last reviewed by CAPR in 1986-87. Program reviews for Human Development and Ethnic Studies are the only other reviews planned for CAPR this year.
- Carol Becker will attend the next Executive Committee meeting in place of Chair Lopus to answer any questions the Executive Committee may have for CAPR.

Report of the Vice President, Academic Affairs: No report.
The Provost and President Rees responded to a question about the general salary increase. The increase is 3.65% and faculty will most likely see the adjustment in their February check and should expect retrospective checks to be issued separately. Any service salary increase or faculty merit increase would be forthcoming, as early as March.

The Provost was asked to speak briefly about resource allocations for the 2001-2002 academic year. The Provost reminded CAPR of 00-01 BEC-11, which calls for CAPR participation in the spring quarter on the matter of resource allocation.

Review of CAPR Response to the Psychology Program Review:
The committee recognized appreciation for Carol Becker's effort in writing this response. Carol took over this responsibility from Jose Lopez who is on leave. CAPR discussed the draft response with respect to the outside reviewer's recommendations, including that of addressing the calculus requirement in the Human Factors Option. It was agreed that the draft report will be revised to reflect a recommendation that the Psychology Department report back to CAPR next year regarding several specific issues addressed by the outside reviewer, including the calculus requirement. This led to a more general discussion about how CAPR could accept program reviews and at the same time make provisions to monitor departmental progress between each five-year review. Further discussion is tabled until the next meeting.

Review of CAPR Response to the Health Sciences Program Review:
Gratitude by CAPR members was expressed to Mary Timney for writing CAPR’s response to the Health Sciences Program Review. Mary will clarify the statistical data in the report.
M/S/P to accept CAPR’s response with minor modifications. [Yea 10, No 0, Abstentions 0]

Discussion of Ethnic Studies Program Review:
CAPR discussed several possibilities regarding how best the Ethnic Studies Program Review could be accomplished. CAPR felt the best resolution would be for the department to undertake a completely new program review in 2001-2002. To obtain closure on the 1995-96 review and given all the recent changes in the department, CAPR will accept the 1999 outside reviewer’s report and the 2000 departmental response.

Motion to postpone a complete five-year review for the Department of Ethnic Studies until 2001-2002.  
M/S/P  [Yea 10, No 0, Abstentions 0]

Proposal for Conversion of the Engineering Program under the Engineering Management Oversight Committee to a Department of Engineering in the School of Science:
Professor Joy Bhadury explained the time is right to move the program into the School of Science as a Department. The program has reached a critical mass and has matured enough to reside as a department. Dean Tontz and the School of Business and Economics will continue to play an important role in the program. Several cross-listing agreements between the Schools of Science and Business and Economics have taken place and will remain in tact for the future. CAPR expressed an interest in having one person in SBE be appointed as the point person for the Engineering Program as another mechanism to keep the link between the two schools alive.

Before the campus can introduce other engineering disciplines, the current program must be accredited. Bhadury explained that engineering accreditation is done for each unique program of study regardless if they are in the same department. Bhadury also reminded CAPR that no new resources are needed to make the program a department. Current resources will most likely be reallocated somehow to the School of Science, such as administrative support and physical space.

The program is currently in the process of hiring a chair for the department as Professor Bhadury will resume his position in the School of Business and Economics.

Motion to accept the conversion of the Engineering Program under the Engineering Management Oversight Committee to a Department of Engineering in the School of Science.  
M/S/P  [Yea 10, No 0, Abstentions 0]

Five Year Program Review for Geological Sciences:
Nancy Fegan, Chair of the Department of Geological Sciences, joined CAPR to discuss her department's program review. Fegan and the department felt very fortunate to retain Horacio Ferriz as their outside reviewer. The department was very pleased with his report as it is very detailed and helpful. Fegan thought there were 17 current and active graduate students in the program and 22 undergraduates in the B.S. program. She could not recall the number of B.A. majors or the total number of minors, though the information was available in the office. Many geology students slip in and out of the official count of students given their full-time employment status.

Fegan expressed three thoughts on why the number of majors has declined in the last 5-10 years. 1) The field of geology is extremely employable and they lose majors before they graduate. 2) New majors often think it’s "cool" to study the earth but upon discovering the amount of hard science and math courses needed decide to go elsewhere. The department is currently revising its B.S. curriculum and is trying to make changes that will not make it difficult to graduate in four years. They are thinking about making Calculus II a requirement, since calculus is an integral course in
the study of geology. They have also merged two courses in soft rock geology into one course and they have merged two mineralogy courses into one course. 3) Loss of cohesion amongst the faculty has been difficult as many of the courses build upon each other.

The department has not been able to keep up with many of the major changes in the field of geology over the last ten years. One noticeable field of study that is "hot" now is soft rock geology which studies, for example, oil and pollution problems. The department is using a lecturer position to teach five courses in this area and the one-year contract offered to the lecturer has an impact for obtaining a tenure-track person to take these responsibilities. Fegan noted that the department does not have a difficult time getting good applicants for positions they advertise. The most recent position landed 150+ applicants. The department would like to have more involvement in the field of geophysics, another new hot area of study.

Fegan explained the program prepares students for both Ph.D. study as well as employment out of the B.S./B.A. program. The difference in the courses taken lies in the electives each track chooses.

The single-subject credential in geosciences is approved.

Class size is typically 10 students for major classes. The general education enrollments are helping overall FTES. Overall, class size averages are back to what they were ten years ago.

Department technical resource needs are fine; the department needs more faculty.

CAPR's discussion on the Geology five-Year program Review was tabled until the next meeting.

Revision of the Interim Policies and Procedures for Five-Year Reviews and Plans and Coordination with the Guide to Regular (Tenure-Track) Faculty Hiring at California State University, Hayward, 2000-2005 (Committee A Report):
It was agreed that CAPR's draft of the program review document is nearing completion. Eric Suess will review the proposed statistical appendix to the document. It is expected that the draft document will be approved to send to the Academic Senate at the next meeting.

The meeting was adjourned at 4:15 PM.

Respectfully submitted,

Jennifer Laherty, Secretary