Minutes of the Meeting of February 21, 2002

Members Present: Carol Becker- Chair, Carol Castagnozzi, Margaret Desmond, Beverly Dixon, Jennifer Eagan, Leo Kahane, Michael Lee, Frank Martino- Provost, Bijan Mashaw, Michael Strait, and Eric Suess

Members Absent: none

Guest: Alan Monat

The meeting was called to order by Chair Becker at 2:08 PM in the President's Conference Room.

Approval of Agenda: M/S/P

Approval of the minutes of the meeting of February 7, 2002: M/S/P

Report of the Chair:
Chair Becker informed CAPR members that the Executive Committee would like CAPR to submit a memo anytime a department reports to CAPR. Chair Becker will write up a report for the Department of Communications who reported to CAPR last week on the department merger. Michael Lee will write the supplemental report for the Department of Psychology’s report back. Ethnic Studies and Sociology are scheduled report to CAPR on their Five-Year Reviews on May 2. June 6 will remain as CAPR’s organizational meeting for the 02-03 Academic Year. The Department of Chemistry and Biochemistry will report on its Five-Year Review on March 7. The Department of Economics will report on its Five-Year Review on April 18. Dean Good of ALSS has resigned, effective the end of Winter Quarter.

Report of the Vice President, Academic Affairs:
Provost Martino initiated a discussion of the tenure-track recruitment process regarding the information that CAPR will use in its report on the process. As of now, we will operate under BEC-6, so CAPR will receive the prioritized tenure-track requests from the Deans in the same process as last year. This leads us to the question of what CAPR will do with regard to 00-01 CAPR 10. Under “7. The Process for CAPR Observations on Tenure-Track Faculty Allocation Request” in that document, the Committee asks for three kinds of data and documentation. The documents reads, “a) how many and what programs requested tenure-track positions and how many and what requests were authorized over the past five years. b) the number of allocations, separations, and actual hires, overall and by program, over the past five years, and the outcomes of ‘roll-over’
searches over the past five-years. c) the ratio of tenure-track faculty to lecturers over the past five years”. Provost Martino suggested that this nature of this information is ill defined and vague.

Regarding information requested in a) above, the administration doesn’t receive all of the tenure-track requests from departments, only the ones that Deans recommend. CAPR is unlikely to get that past history from the Deans, who may not have records of past tenure-track requests. However, if CAPR continues to follow the procedure outlined in BEC-6, then we will eventually have a record of the history of all tenure track requests from the past five years. The Provost can provide CAPR with the overall numbers of searches and appointments for each year, and which departments initiated searches. Regarding the numbers of separations to hires, see b) above, the Provost can provide total numbers University-wide, but not by program. In reference to c), the nature of the ratio of tenure-track faculty to lecturers is ill-defined. Does CAPR want this data by head-count, FTEF by teaching assignment, or FTEF by appointment? The Data Warehouse website has the ratio according to FTEF by appointment, but this is not generally the ratio used to argue in favor of more tenure-track hires. Provost Martino will provide data for CAPR in time for the next meeting on March 7. Hopefully, this will help prepare the committee for the Deans’ reports, which are due to the committee before the April 7 meeting.

Follow-up report by the Department of Psychology on the 2000-01 Psychology Five Year Program Review:
Alan Monat reported to CAPR on the Department of Psychology’s follow-up report to their Five Year Program Review 00-01. The follow-up report highlights five areas of concern expressed by the department’s outside reviewer by CAPR in its report. He explained how the department has made progress in all five areas. First, the department has dropped its calculus requirement for the Human Factors Option, at the recommendation of its outside reviewer. The department hopes that this move will make this major option more appealing to students. Secondly, the department has formed alliances with other departments such as Statistics, Business, and Engineering. They are developing new courses and possible certificate options as a result of these alliances. Professor Levine is working on a project with hopes to increase the workforce in mental health fields. Thirdly, the department is holding weekly department meetings on the issue of future planning of tenure-track hires. Hopefully, this plan will be developed by the end of this spring. The department is currently looking for a specialist in Organizational Psychology; the department has submitted a request to roll this search over into next year. Next year, the department would like to initiate a search for a position in Biopsychology, and perhaps a search for a Developmental Psychologist after that. Addressing the fourth area of concern, the department completed its Alumni Survey. Though it did not get a representative sample, the finding of the survey were in line with national standards. The findings indicate that their majors are well-prepared. Lastly, Chair Monat indicated that the department is making slow progress on their Assessment Plan. They are currently considering objective tests, possibly one from the Educational Testing Service, as an assessment tool. Faculty are considering other tools as well, such as an exit questionnaire and feedback from current employers of their majors.
When asked if the outreach with other departments adversely impacts psychology majors, Professor Monat answered that not all of resources for new courses come from the Psychology Department, and that lecturers allow them to offer a large number of courses. CAPR members asked about the lack of focus in the department’s future plans. The outside reviewer’s report from their 00-01 Five-Year Program Review indicated the need for long-term planning because by 2005, half of the department’s faculty will be at retirement age. Professor Monat responded that the department is in transition and needs more time to develop their plan. They are holding weekly department meetings to do this planning.

CAPR discussed the fact that the department still does not seem to have developed a curricular focus. The department has formed alliances with some departments, but not the ones that they had projected in their Five Year Program Review. CAPR is still concerned about the area of future planning and prioritization of tenure-track hires. However, the department did produce a detailed report addressing CAPR’s concerns and seem to be making progress on this issue. Motion to accept Psychology’s follow-up report and schedule their next Five Year Program Review for 2004-05 passed unanimously. M/S/P

Request from the Department of Philosophy for postponement of Five-Year Program Review:
The Philosophy Department had trouble finding an outside reviewer to complete a review in time to prepare their Five Year Program Review by this Spring, so they are asking for a postponement until Fall Quarter 2002. Motion to grant the Philosophy Department a postponement for the Five Year Program Review until Fall passed unanimously. M/S/P

Discussion of CAPR liaison to the Assessment Council:
CIC has named a liaison to the Assessment Council, and CAPR was asked to do the same. The role of this liaison would be to observe and to evaluate CAPR’s involvement in assessment. The committee can refuse to make this appointment, but the Council does want faculty input. The request also seeks to integrate the work that these Senate Committees do relating to assessment. Some committee members suggested that faculty input should come through the schools and department, rather than Senate committees. CAPR unanimously passed a motion not to appoint a liaison to the Assessment Council at this time, and to encourage the Executive Committee to consider further other methods of securing faculty input on the Assessment Council. M/S/P

The meeting was adjourned at 3:49 PM.

Submitted by,
Jennifer Eagan, Secretary