Minutes of the Meeting of May 2, 2002

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

Members Absent: none

Guests: Diane Beeson, Carl Bellone, Emily Lowe Brizendine, Maxine Craig, Jose Lopez, Joyce Podevyn, Barbara Storms, Dean Arthurlene Towner, and Dianne Rush Woods

The meeting was called to order by Chair Becker at 2:04 PM in the President's Conference Room.

Approval of Agenda: M/S/P

Approval of the minutes of the meeting of April 18, 2002: M/S/P with minor corrections

Report of the Chair:
Chair Becker commended CAPR members for their help in the creation CAPR-5. The Executive Committee spent a considerable amount of time discussing the contents of this document with the Provost and the President. The document BEC-9 contains the Executive Committee’s amendments; Chair Becker passed this document out to CAPR members. The Academic Senate is hoping that the President will approve and not just acknowledge this document. CAPR-5 with the amendments found in BEC-9 passed unanimously, with applause for CAPR’s work coming from Don Wort and other senators.

Margaret Desmond will complete a draft of CAPR’s report on the Joint Ed.D. Program Proposal. Bijan Mashaw will prepare a draft of CAPR’s report on the Department of Sociology and Social Services Five Year-Review. The Department of Ethnic Studies has asked CAPR for a delay in presenting their Five-Year Review document to the committee.

CAPR will hold its planning meeting on June 6. Chair Becker will make sure that new members of the committee are notified of this meeting. She encouraged continuing CAPR members to consider taking on the roles of chair, secretary, or liaisons to the Library Advisory Committee, the Campus Physical Planning Committee, and the Tenure-Track Allocation Task Force.

Report of the Vice President, Academic Affairs: no report

Continued discussion of CAPR's recommendation regarding the Five-Year Program Review for Economics:
CAPR members noted that it would be helpful to if given more numbers on lecturers, the types of lecturers the department uses (quarterly, 1.0, etc.), and how they are used. The outside reviewer noted that 40% of the department’s courses are taught by lecturers, even though the department has adequate numbers of full-time faculty. This is due to faculty using grant money to gain release time. CAPR members would like to know what types of lecturers are covering these courses. The Department of
Economics did not seem to address the outside reviewer’s concern regarding their use of lecturers. The outside reviewer’s comment indicated that many faculty get release time teaching or spend time teaching in CSUH’s overseas programs in lieu of regular teaching duties at the Hayward campus and that this is perhaps detrimental to their students. Faculty teaching overseas rely on substitutes to cover their classes here while they are gone. The chair of the department indicated to the reviewer that this practice is disruptive. CAPR members noted that chairs approve such travel and are notified of when faculty members are engaged in activity off campus. Economics Department member Leo Kahane addressed this concern of the reviewer. He stated that there is some disruption due to faculty participation in overseas programs, but classes are covered. This constitutes a minimal loss for the significant gain for the overseas program. The issue of the impact of faculty absences was not noted in the student survey collected by the department. CAPR noted that detailed numbers regarding the use of lecturers should perhaps be included in CAPR’s Academics Standards criteria that the committee will be asking from departments in future Five-Year Review documents.

Motion to approve the Department of Economics Five-Year Program Review and to recommend continuation of the program without modification M/S/P unanimously.

CAPR’s recommendation regarding the Academic Program Proposal for the Joint Ed.D.; Members of the School of Education and Allied Studies joined CAPR for a discussion of the Joint Ed.D. Program. Since the last CAPR meeting, San Francisco State approved the proposal, and the proposal is moving through the approval process at San Jose State and UC Berkeley. There are 4 million dollars in joint UC and CSU grant money to fund joint doctoral programs. Tuition for the program would be at UC levels, so the program should be able to sustain itself. During the discussion, Provost Martino’s position regarding the program was clarified. Provost Martino did not state that funds from this program would not draw funds away from other programs. However, he has every expectation that the program will be separately funded and will be funded appropriately at the doctoral level. The program will not be feasible if the funding does not come through. It is in the School of Education and Allied Studies’ best interest as much as for any other school’s that the funding come through. Without external funding, the program will not happen.

The CSU Deans of Education reported that only two proposals are eligible to access the 4 million dollar fund. CSUH is ahead of other campuses in the establishment of a joint doctoral program. The program has faculty behind it and they are ready to implement such a program on an ongoing basis. CAPR members asked for more information on the where the grant money was coming from. The 4 million dollar fund was created through a joint effort of the CSU and the UC, each contributing 2 million dollars for the establishment of joint doctoral programs. The function of these joint doctoral programs is to serve the needs of California. Both the CSU and the UC have expressed a commitment to secure more money from the state for these programs. A joint board is deciding how to distributed the fund with an eye to creating and sustaining successful programs that will benefit both systems. This board will meet on May 9 to decide on funding. The program is also seeking other sources of outside funding.

CAPR members acknowledged that the proposal is impressive and the program seems useful, but would have liked to see more concrete numbers on what the cost of this program will be in the future and how the external funding will sustain the program in the long term. This information would illuminate how the existence of the program would not create future budgetary concerns. This concern was addressed by the acknowledgement that if there is no external funding, then there is no program. However, since the future costs of implementing the program are uncertain, definitive numbers are not possible. But, broad-based support of the program seems to be in place. Provost Martino noted that the School of Education and Allied Studies could figure out the cost per student, just as UC Berkeley does. The costs are not necessarily a mystery, but the funding has not been secured yet.
CAPR members asked if the faculty hired to teach in this program will be hired at a higher rate. The rates for faculty teaching in master’s programs and doctoral programs is not significantly different. The teaching load of this faculty should be the same as their colleagues at UC Berkeley also teaching in the program. This will be necessary for the recruitment of qualified faculty. This will be a non-traditional program, so the duties of the faculty form the four different institutions should be comparable. The anticipated number of students starting the program will be fifteen, but the numbers will increase as the program is up and running. CSUH will be seeking not primarily tenure-track faculty, but part-time practitioners to teach in the program.

CAPR members noted that their charge in analyzing this program request is to look at the issue of curricular need, but that this issue implies budgetary concerns. The existence and continuation of the program is contingent on funding coming from outside of CSUH’s general fund. Dean Towner and Provost Martino indicated that they will work together to make sure that the program will sustain itself.

A CAPR member asked why there is no language requirement. Members of the School of Education and Allied Studies relayed that this was to keep the requirements consistent with UC Berkeley’s current programs. CAPR asked about the role of graduate advisor. The criterion for an advisor in this program is practical experience; advisors will consist of faculty from the four participating institutions. The program will be accredited through WASC, and a joint proposal has been submitted to WASC. The program will also be accredited through NCATE, which is the accrediting body of the School of Education and Allied Studies currently.

**Motion** to approve the Joint Ed.D. Program Proposal **M/S/P** unanimously.

Five-Year Program Review for Sociology & Social Services:
The Department of Sociology and Social Services is going through some changes, most notably the addition of the proposed Masters in Social Work program. Maxine Craig becoming Graduate Director has enhanced the Masters in Sociology program and drawn more students. The department’s FTES for Spring were 364; this is an increase of 66. The whole department is turning around, especially in the area of the graduate program. The department had been facing declining enrollments, but now the numbers and caliber of the students is up. CSUH offers the only Master’s degree in Sociology in the Bay Area, so Maxine Craig is doing outreach to other local undergraduate institutions, such as San Francisco State. Students bridge from CSUH’s Master’s program to high-powered Ph.D. programs, such as Harvard and the University of Pennsylvania. The Master’s degree program trains students in analysis so that they are ready to work in the field.

When asked about the reason for the increase in the number and caliber of students, Department Chair Beeson responded that the poor economy is one reason, but that enthusiastic teachers are responsible for drawing students to the Sociology Department. CAPR members noted that in the past Sociology faculty have been drawn to administrative positions. Diane Beeson replied that now the faculty is focused on teaching, and that she doesn’t think that they will be drawn away in the future. Chair Becker reminded the department that it needs to justify any number of required credits if above 180 units. When asked about the number of units required for an undergraduate degree, Chair Beeson replied that the catalogue could change from 186 to 180 units with no change in the major, since the additional 6 units are elective courses. CAPR members noted that 2001 enrollment figures were not included in the Five-Year Review document. Chair Beeson replied that the numbers were not available in time to include them in the department’s self-study. The Department of Sociology and Social Services described its strengths as their focus on race, class, gender, diversity, and issues surrounding social justice. Chair Beeson noted that their research method courses emphasize quantitative research and utilize a variety of teaching tools, such as SPSS, Blackboard, and distance
learning. However, the department is short on research methodologists, and would welcome 
collaboration with the Statistics Department. The department noted its progress on Assessment, stating 
faculty is involved in designing a rubric for students portfolios this Spring, and is entertaining ways to 
include oral presentation projects as assessment tools.

Dianne Rush Woods addressed the Social Service option, which consists of a three-course sequence 
taken in the senior year. This program placed 35 students in area agencies in the fall, they these 
students met in groups to debrief and discuss their experiences. Students also study the agencies they 
are working for, and this helps to socialize them into the social service culture.

CAPR members asked about the department’s efforts to contact alumni. The department is compiling 
a computerized list of alumni contacts and are encouraging their students to leave current information 
with the department before they graduate. CAPR noted that only 25% of the department’s FTES are 
generated by lecturers and noted that this is an unusually positive ratio. The department noted that it 
has received four tenure-track appointments in the last three years, and that this has been fortunate for 
the department.

**Motion** to approve the Department of Sociology and Social Services Five-Year Program Review and 
to recommend continuation of the program without modification *M/S/P* unanimously.

The meeting was adjourned at 3:51 PM.

Submitted by, 
Jennifer Eagan, Secretary