Minutes of the Meeting of January 20, 2000

Members Present: Tom Acord-Chair, Asoke Basu, Francisco Flamenco, Michael Hedrick, Sandra Heisey, Jennifer Laherty, Jane Lopus, Frank Martino, Bijan Mashaw, Susan Opp, Mary Timney

Guests: Don Sawyer (Kinesiology & Physical Education), John Hammerback (Chair, Mass Communication), and Joyendu Bhadury (Director, Engineering Program)

Members Absent: Jose Lopez

The meeting was called to order by Chair Tom Acord at 2:05 P.M. in the President’s Conference Room.

1. Approval of Agenda: M/S/P

2. Approval of the minutes of the meeting of December 2, 1999: M/S/P

3. Report of the Chair:
No report.

4. Report of the Vice President, Academic Affairs:
No report.

5. Request for Approval of Discontinuance of Adapted Physical Education Certificate Program
Don Sawyer explained that this program has not been offered since the early 1990’s when the requirements from the California Commission on Teacher Credentialing called for an increase in faculty for the program that CSUH could not meet. San Francisco State has also dropped their program and San Jose State’s program is still in existence.
M/S/P to discontinue [Yea 11, No 0, Abstentions 0]

6. Request for Approval of Discontinuance of Option in Exercise Physiology, B.S. Degree Major in Kinesiology
Don Sawyer explained that this option began 4-5 years ago in the hopes that students would be drawn to it. This has not happened. At most the option has had 6 students and it currently has 3. The department is committed to the students currently in this option and will make sure that they can complete the option if discontinued. The current intention is to blend the 3 courses that are currently on the books for this option and blend them into the Exercise Nutrition and Wellness option.
M/S/P to discontinue [Yea 11, No 0, Abstentions 0]

7. Discussion of Mass Communication Program Review
Professor John Hammerback asked that the review of the Mass Communication department be postponed due to the fact that he is new to the department, is trying to get to know the department, and has limited resources. There are currently 3 faculty in the department, including one who is out on sick leave and 2 staff. Approximately 13 part time lecturers fill in to teach the 275 majors. The department
is currently recruiting for a position that will be 2/3 time in Mass Communication and 1/3 time in Speech Communication. CAPR asked if having an outside reviewer come in now wouldn’t be helpful to assess the department. Professor Hammerback responded that his preference was to wait as he needed time to assess the department. Since Mass Communication is scheduled for the regular review in 2000-2001, CAPR decided that it was best to postpone the review until next year.

M/S/P to postpone the review of Mass Communication until 2000/2001 [Yea 11, No 0, Abstentions 0]

8. Possible Conversion to Semester System
In this discussion it was noted that the faculty cost to re-do curricula can be huge, some recent universities who have successfully undergone the conversion have saved millions in administrative costs though the cost to re-do these systems is significant, that we would have one less administrative/registration cycle, and that this conversion would be a tremendous benefit to our transfer students who largely come from community colleges which are on the semester system. The Provost told CAPR that the 6 campuses currently on the quarter system have met. CSUH and CSULA will jointly study the cost and time estimates it would take to convert. Chair Acord asked that CAPR members email their thoughts about CAPR’s role in this discussion.

M/S/P to table to a future meeting [Yea 11, No 0, Abstentions 0]

9. Establishment of a Permanent Unit for the Engineering Program
Joyendu Bhadury, the Director of the Engineering Program, joined CAPR for this discussion. He indicated that the accrediting body, Accreditation Board for Engineering and Technology (ABET), requires that for an engineering program to be accredited it must be a stand alone entity in control of its resources. It would not be to the program's advantage for CSUH to permanently place the program solely within either the School of Business and Economics or the School of Science. The current preference conveyed by Professor Bhadury was to keep the Engineering Management Oversight Committee (EMOC) in place, which functions as the Dean, and to take a wait and see approach to what might happen to the program in the future. He indicated that it was too early to expect anything else as the program needs time to grow. The program, currently only covering industrial engineering, has grown from 15 students to 64 in 2 years and is expected to grow up to 90-95, which would make it the second largest industrial engineering program in the state. Professor Bhadury is currently recruiting at the five feeder community colleges and is expecting to begin another recruiting effort in the 5 local high schools.

M/S/P that the University establish a new unit, the Engineering Program, which will report to the Engineering Management Oversight Committee as its "Dean". [Yea 11, No 0, Abstentions 0]

10. Discussion of Five Year Program Review Process
The subcommittee has not met yet and hopes to by the next CAPR meeting.

11. Motion to Adjourn: M/S/P
The meeting was adjourned at 3:40 P.M.

Respectfully submitted,
Jennifer Laherty, Secretary