CALIFORNIA STATE UNIVERSITY, HAYWARD
COMMITTEE ON ACADEMIC PLANNING & RESOURCES

Approved as presented

Minutes of the meeting of June 5, 2003

Members Present: Michele Buda, Margaret Desmond, Bev Dixon, Susan Gubernat, Jiansheng Guo, Chair Michael Lee, Provost Frank Martino, Steve Peng, Assim Sagahyroon, Michael Strait

Members Absent: Chris Lubwama, Jack Wu, AS Representative

Visitors: Jean Easterly, Phil Duren, Emily Brizendine, Mary diSibio, Brenda Bailey

Chair Lee called the meeting to order at 2:05.

1. Approval of the Agenda
   Strait moved that the agenda be approved. M/S/P

2. Approval of the Minutes for the meetings of May 8 and May 15, 2003
   The following corrections/additions were made to the minutes:
   For 5/8/03: Item 3, last line: designation is 00-01 CAPR 7; Item 5, page 3, paragraph 1, line 4: correct misspelling of “Philosophy”; paragraph 2, last two lines, omit first comma; add comma before “and that request…”
   For 5/15/03: Item 7, paragraph 1, first line: Add “Associate” to “Deans”; capitalize references to “deans” throughout; paragraph 4: change “urgency” to “urgent.” Item 8, paragraph 2: Insert a final line that reads: “CAPR members expressed their disapproval of this comment.” Item 11, paragraph one: Replace “from its five-year review of the department any references to such a credential” with “criticisms directed at KPE for not addressing this issue in their recent five-year review.” Item 11, paragraph 1: Replace final sentence with the following: “Chair Lee said that since the credential was clearly not part of the program, that this was reasonable.”
   Strait moved that the minutes, as amended, be approved. M/S/P

3. Report of the Chair
   Chair Lee reported that all recent documents relating to five-year program reviews CAPR has sent to Ex Com, and from there to the Senate, have been passed. The most current draft of Ex Com minutes states that no action will be taken on CAPR’s action items in the matter of tenure-track requests; that the role of CAPR was not to prioritize such requests; that CAPR’s report and recommendations would not be placed before the Senate for discussion and a vote. CAPR’s exact role in the process remains unclear. President Rees has stated that she herself does not intend to take any action in response to CAPR’s recommendations since the decisions about the priorities given to tenure-track allocations remain with the Deans and are subject to budgetary considerations. It will now be up to the next CAPR chair to pursue what role, if any, this committee may have in this matter, particularly given that the bylaws for the new COBRA committee may address this issue at the faculty level.
   Provost Martino noted that the problem with using only five-year reviews to build a useful set of criteria by which to make decisions about tenure-track requests ignores the fiscal realities of one-year funding. Strait commented that for five-year reviews to make a difference it
would be important for Deans to take them into account. Martino agreed that the Deans need to become part of the process. Lee urged that CAPR revisit this issue next year.

Chair Lee announced the unanimous election of Michael Strait as CAPR Chair for 2003-2004. Susan Gubernat, having volunteered to serve as secretary pro tem in the fall quarter, was approved by acclamation.

4. Report of the Vice President, Academic Affairs

Provost Martino reported that since CAPR’s last meeting of May 15, an apparently stabilized budget situation has unraveled. With deeper cuts to the entire CSU budget, and little chance of further hikes in student fees, former planning scenarios are now defunct. The specific effects on the campuses will not, however, be apparent until Christmas; he likened the scenario to a lotto game. In response to a question from Chair Lee, Martino said that he would advise departments to continue pursuing plans to recruit new faculty for tenure-track posts; not to do so would be a mistake, in any case.

5. Discussion of CAPR Response to Modern Languages and Literature

The committee addressed the central problem arising from a department’s providing CAPR with incomplete, inadequate documentation in support of legitimate requests for new resources and tenure-track positions. In particular, see section 5.2 of CAPR’s report. Guo raised the issue of how to word CAPR’s response in order to reflect the committee’s support for the department while pointing to the inadequacy of its report. Lee proposed that the committee withhold any recommendation on the program until all of CAPR’s requests for complete materials were satisfied, and by the end of Fall 2003. His proposal was moved to a vote by Desmond. M/S/P

6. Discussion of CAPR Response to Political Science Review

Other than typographical and format corrections needed to be made to the final draft, the committee had no further changes to the report. Guo moved that the program be continued without modification. M/S/P

* Discussion of CAPR Response to English Review (not on agenda)

Final draft of response will incorporate comments/factual corrections from the English Department Chair, Marilyn Silva (noted in the draft in red ink), according to the committee’s respondent, Professor Desmond. Strait moved that the program be continued without modification. M/S/P

7. Review of Outside Accredited Programs

a. Educational Psychology

Professor diSibio, Chair, Educational Psychology, drew the committee’s attention to the documentation provided to meet the requirements of the five-year review for the various programs in Special Education and Counseling. The department offers an M.S. in Counseling, an M.S. in Ed Psych, as well as five credential programs, with a sixth-an Internship in Special Education--in the offing. Faculty numbers have declined in size over time, Ed Psych having lost 15 full-time faculty, twelve from the counseling programs and three from the special ed programs. Only some of these were replaced, for a net loss of 13. Two faculty positions were requested, but denied for 2003-04.

Currently, in Special Education, there are three to four student applicants per slot, and unless faculty numbers rise, they will not be able to admit more students: such a credentialed program is mandated to have low professor-student ratios in classes. Chair Lee asked how their programs could keep class sizes low. Would they continue to rely on grants and other external
funding sources? How did they hope to manage to continue to “buy out” time for their researchers, in the long term? Chair diSibio responded that they can continue currently to cover more sections than are bought out, and that it was expected that internship ties to new money would continue to help them function. She reminded the committee that CSUH is under a good deal of community pressure to maintain and support these degree and credential programs in order to meet the needs for professionals in the field. Chair Lee expressed satisfaction with the materials presented.

Dixon moved that the outside accredited programs in Educational Psychology be continued without modification. M/S/P

b. Teacher Education

Chair Lee noted for the record that the supplemental documentation, as submitted, still needs both an author and a date.

According to Professor Duren, Chair, current tenure-track requests are needed purely to maintain the status quo, and in the near term, program expansion isn’t on the agenda. The department currently offers Multiple-Subject and Single-Subject Teaching Credential Programs and Reading Certificate and Reading/Language Arts Specialist Credentials, as well as an M.S. in Education with options in Reading, Educational Technology, and Curriculum.

New state laws governing accreditation, which will take effect in January 2004, may well have a significant impact, and over time may require re-visiting the programs’ long-term plans. Furthermore, should a teacher shortage result from districts’ taking advantage of a “golden handshake” provision (resulting in early teacher retirements), there could well be pressures to meet larger cohorts of teacher candidates in the future. Currently, Teacher Education admits and turns over 500 students annually, beginning with every summer quarter, a schedule that is of necessity out of sync with the budget year.

In response to a question from Professor Guo about whether or not the seven new hires projected for the next five years would return Teacher Education’s student-faculty ratio to the ’98-99 levels, Duren replied that these would only maintain current levels, which are currently way above the mean. He explained that to counteract the overloading, the faculty has attracted grants that the university characterizes as buy-outs of classroom time.

Dixon moved that the outside accredited programs in Teacher Education be continued without modification. M/S/P

c. Educational Leadership

Current external uncertainties as to whether the state of California will continue to require the Preliminary and Professional Administrative Credentials as offered, have affected the department’s long-term planning and requests for tenure-track positions and other resources. According to Associate Dean Emily Brizendine, the department offers two master’s degrees in the field: an M.S. in Educational Leadership and in Urban Teacher Leadership. A new doctoral program, in collaboration with U.C. Berkeley, will begin admitting a new cohort of students. Launching in summer 03, this program has already received approval for a new tenure-track position.

The department’s programs are growing in response to an identified need in the community for new cohorts of credentialed administrators: districts, such as Oakland, are responding to research proving the efficacy of smaller schools, and thus establishing them, with a need for more administrators. Beyond Oakland, the department will next year begin to serve Contra Costa’s, and eventually west Contra Costa’s, needs for administrator training.

The department projects one additional tenure-track position in the next 4-5 years and plans, in the meantime, to supplement its current faculty with lecturers, as needed.

In addition, given the uncertainties of the environment, and mandates from surrounding communities to provide educational leadership training, the department continues to look to the
school districts for help in expanding their programs. A short-term, distinguished “Principal in Residence” position has already been established.

Buda moved that the outside accredited programs in Educational Leadership be continued without modification. **M/S/P**

8. **Discontinuance of the Nursing Administration Option in the M.S. – HCA**

Professor Bailey explained that this change, out of sync with their five-year program review, is a matter of “truth in advertising,” since the option, to all intents and purposes, is no longer being offered. Its discontinuance is due to low student interest. (There are currently two students in the program, one of whom does not intend to complete it, and the other who is satisfied to complete the degree in another option.) The department would like to have the option deleted from the 04-06 catalogue.

Moved by Desmond. **M/S/P**

Meeting adjourned at 3:55. This is the last scheduled meeting of the Spring 03 quarter.

Respectfully submitted,

Susan Gubernat