Minutes for Wednesday, April 18, 2007

Members Present

Guests in Attendance
Peter Kreysa (Occupational Studies), Henry O’Lawrence (Occupational Studies), Michael LaCourse (College of Health and Human Services), Babette Benken (Math and Statistics), Laura Henriques (Science Education), Catherine Martin (Science Education), Laura Kingsford (College of Natural Sciences and Mathematics), Jean Houck (College of Education)

1. Meeting was called to order by the chair, Zvonko Hlousek, at 2:20 pm.
2. V. Novack and Z. Hlousek presented the UPRC report on the program in Professional Studies. M. Dede chaired the meeting while Hlousek presented. The other UPRC member was Geraldine Wallach (Communicative Disorders, HHS). Novack and Hlousek wrote the report.

Key Points: “M.S. in Emergency Services Management” on the title page of UPRC report is a mistake and will be deleted. Professional Studies has a state-support side and also a very significant self-support side of the program. The faculty is young with very low tenure density and a high proportion of part-time instructors. The UPRC team found the faculty to be dedicated and resourceful. Enrollment numbers are not as strong on the state-support side, with the vast majority of majors being transfer students. The graduation rate is good. There were several areas of concern for the quickly growing self-support side; all highlights the need for a university-wide policy on self-support programs. Of concern are 1) the high proportion of faculty that teach exclusively at off-campus locations (including distance and online learning), 2) adequacy of advising, 3) allocation of space does not account for self-support activity, 4) severe shortage of tenured faculty, and 5) lack of adherence to matriculation rules. In general, the efficacy of the program, the quality of faculty and of off-campus facilities are not being measured, but there is no university policy that self-support programs do this.

The substantial enrollment in self-support generates considerable revenue for the Occupational Studies department, which the UPRC found was spent appropriately to build the program. The student specialists provide impressive service to the department.

Discussion: Responding to a question about the accuracy of self-support enrollment reported by the department, V. Novack responded that there is no central means to track this enrollment. To a question about apparently low yield rates in Table 1, V. Novack said that the yield rate is in line with other undergraduate programs.
Henry O’Lawrence, the new chair of Occupational Studies, summarized his written response. He concurs with most of the recommendations in the report. The department wants a quality program (for both on-campus and off-campus students) and wishes to pursue program assessment strategies. P. Kreysa noted that the department has met with administrators about revising catalog copy. A moratorium imposed by the Dean on starting new off-campus sites has been lifted.

Motion to accept Professional Studies self study passed.
Motion to accept UPRC report and related appendix passed.

3. M. Dede presented the UPRC report on the Single Subject Science Credential Program and M.S. in Science Education. Dr. Babette Benken (Mathematics and Statistics, College of Natural Sciences and Mathematics) was the other UPRC member.

Key Points: Enrollment in Science Education has doubled in the last ten years, with courses offered in the Single Subject teaching credential program, the Multiple Subject teaching credential program and the M.S. program. Facilities and space are sufficient at the moment, but if growth is sustained, Science Education will need more space. A key issue is the funding formula for the department. External and internal reviewers alike believe that the formula needs to move away from an FTE model since many of the FTEs in Science Education are credited to the College of Education. Instead, a funding formula should be used that takes into account departmental workload, including various administrative and advising duties and several underfunded and unfunded mandates by the CSU, state and federal government.

Discussion: Regarding a question about the benefits of housing Science Education in the College of Natural Sciences and Mathematics instead of the College of Education, Laura Henriques explained that the key benefit is more opportunities for collaboration with scientists. On the other side, joint appointments help maintain links with Education. Regarding tenure density, about 2/3 of the courses are taught by tenured or tenure-track faculty. Recommendation 2 to the College and Administration was missing on the copy distributed.

Motion to accept self study for Single Subject and M.S. in Science Education passed.
Motion to accept the UPRC report (with the missing recommendation included) passed.

3. Quorum lost.
4. Agenda items to address at next meeting:
   a. Approval of 3/21/07 minutes.
   b. Appoint PARC subcommittee to review reports completed to date.
   c. PARC calendar.

Meeting adjourned at 3:30.