

ACADEMIC PROGRAM CHAIRS MEETING

Notes

Tuesday, February 17, 2009
9:00-10:30 AM, Dean's Conference Room

Members: Simone Aloisio, Terry Ballman, Bill Cordeiro, Scott Frisch, Marie Francois, Ivona Grzegorzczuk, Beth Hartung, Karen Jensen, Joan Karp, Jack Reilly, Don Rodriguez, Dan Wakelee, Ching-Hua Wang, Bill Wolfe

1. Approval of Notes
Notes approved with adjustment to #5
2. Announcements from the Dean's Office
Grade distribution for Fall 2008 and Spring 2008 was e-mailed from Dan. Joan Karp requested national grade distribution information from the Chronicle from Higher Education to compare CSUCI's distribution. Ivona commented that the campus has a mechanism to cut off bottom through the drop period in the 1st three weeks, however she is concerned with number of A's. Simone stated that faculty need to have a larger conversation on what grades mean. Beth Hartung questioned what kind of message the current grade distribution sends to students. Terry suggested Program Chairs discuss with Program faculty the definition of excellence. Bill Wolfe questioned why grades were an issue, was there pressure from an external agency. Bill Cordeiro commented that the current grade distribution is a quality issue that needs to be addressed internally.

Lecturer Appointment Workshop will be held next week from 9-10:30 am for program chairs

Student Faculty Research Forum

IRB approval for projects that involve human subject will be needed. A question regarding IRB will be added to the questionnaire. The e-mail requesting presentations and posters will include the link for poster templates.

Strategic Plan

Please remind faculty to attend the AA strategic planning meeting Feb. 25th 3-5pm. The goal is to align the University, Academic Affairs and academic program strategic plans.

Two Issues that will possible emerge from the process

1. 1st year experience program

The program assists with student success. Marie Francois stated that the GE task force is reviewing the 1st year program. Joan commented that transfer students need to be incorporated in a possible program. Ivona stated the Student Affairs is already doing some type of program. Any program needs to have flexibility for heavy unit majors to still complete their degree in four years.

2. Community Engagement

- Continuing community engagement through teaching courses: The Zoo, The Museum course and Social Entrepreneurship
- Encourage students to participate in community service
- Research- what is core to our region? Finding ways to support faculty for research in region.

The Business and Technology Partnership Dinner is scheduled for April 23rd

Fall 2009

Please turn in Fall 09 Scheduled of Classes to support coordinators by Thursday. Please review roadmaps and get roadmaps out to students so they are aware when courses will be offered.

Spring 2009 Workload-18 Tenured Track faculty member have workload greater than 13 units. Dan will be speaking with Program Chairs regarding the overloads. Chairs asked if the 49_course are part of the workload. Yes, they are, 49_ courses calculate at .33 per student up to 3 units.

3. 09-10 FTES Targets

FTES target is 3057 for 2009-2010; 100 FTES less than the annualized target for 08-09. Our campus will not be penalized for going over the FTES target, however many program have requested an increase in FTES. Where should it come from?

Joan Karp asked if Summer 09 a possibility through Extended Education? This would assist students complete their degree in a timely manner and does not affect the FTES targets.

Due to cohort model, Nursing FTES will increase due to student coming back to CI from Moorpark.

Terry Ballman commented that smaller programs are suffering due to the budget. An additional one or two sections is vital. Scott Frisch stated that the programs that started in the last two years are currently stuck in the growth curve.

Ivona stated that the Title V requirement needs to be a part of GE and this will reduce units. Is it possible to not admit students who need remedial courses?

Joan what asked what are the possibilities for growth in 2010-2011, 2011-2012, 2012-2013?

4. CERF

A possible solution for CERF budgeting is to budget the income for 08/09 for 09/10. Please provide feedback to the Dean's Office. The Dean's Office will work with Academic Resources to draft a memo to Admin and Finance once feedback has been received.

5. Program Chairs

- Support (Handout)

Chairs would like to see dean's discretion include accreditation, number of majors and nursing contacts.

Joan Karp stated that Program Support should set minimums, not maximums.

Ivona state that most of the advising in the math program are not for math majors, she would like to see FTES included in the advising assigned time allocations.

Marie Francois commented that the Program support does not included support for chairs that oversee more than one program and programs that are interdisciplinary (program is imbedded within other programs).

6. Items from the Chairs

Simone asked if Program by-laws will be approved by the end of the semester.

Ashish is currently reviewing them and will be contacting programs with questions.

Once Ashish reviews them, they will be submitted to the Provost for approval.

Will there be Univ498 courses in 09-10?

Ashish is hoping to find funding for 3-4 sections of UNIV 498.

Travel Restrictions

Ivona commented about the new travel restrictions and stated that those that are not experts in the field should not be making decisions on if faculty can go on travel.

Currently presentation is required to use travel funds. Please include rationale when submitting travel authorizations.