



CSU Bakersfield

School of Arts and Humanities

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May 14, 2018

TO: Dr. Deborah Boschini, Chair
Academic Senate, California State University, Bakersfield

CC: Dr. Vernon Harper, Associate Vice President for Academic Affairs

Dr. Jenny Zorn, Provost & Vice President for Academic Affairs

The University Program Review Committee
Dr. Jacquelyn Ann K. Kegley (Chair); Dr. Danielle Solano; Dr. Dan Zhou; Dr. Doreen Anderson-Facile; Dr. Matt Leon; Dr. Jorge Talamantes; Dr. Madhavappallil Thomas; Dr. Vandana Kohli (*ex-officio*)

Re: Annual Report of the University Program Review Committee for 2017-2018

This memorandum summarizes the activities of the University Program Review Committee for the academic year 2017-2018

Program Reviews Completed

- Completed Review of the B.A. and M.A. In English – sent February 12, 2018.
- Completed Review of the Helen Hawk Honors Program – sent March 19, 2018.
- Completed Review of the BAPA/MPA Program – sent May 16, 2018.
- Completed Review of the Art & Art History Program – sent May 16, 2018.

Program Reviews That Could Not Be Completed – Moved Forward to 2018-2019

- B.A. in Theatre – Draft letter written. Awaiting External Reviewer visit (continued from 2016-2017).
- B.S. in Natural Science – Draft letter written. External Review scheduled for September 21, 2018.
- B. S. in Engineering Science – Was granted an extension with a due date of 9-15-2017. The UPRC has yet to receive a request for further extension.
- B.A. CAFS – Has received three extensions with a new due date of January 15, 2018. This is due to complete re-make of the program.

- B.A. in Communications – This review has come forward from 2015 and has received numerous extensions with a due date of February 15, 2018. The UPRC has yet to receive a request for further extension.
- B. S. Kinesiology – Self-Study was received after a delay and extensions. Unfortunately, the External Reviewer was not scheduled until May 4, 2018. The UPRC will review early in the fall semester.
- M.A. in Counseling Psychology – Received an extension for the Self-Study submission to September 15, 2018-2019. This will be done in conjunction with the Psychology program review.
- B.S. Electrical Engineering and B.S. Computer Engineering – Was granted an extension with a due date of 9-15-2017. The UPRC has yet to receive a request for further extension.
- M.A. in Curriculum and Instruction – Numerous requests for further information were made to the program as well as an invitation for the program faculty to meet with the UPRC. Some responses were sent, but the committee still was not able to complete its deliberations. This needs to be resolved in some manner.

Workshop

- Our second UPRC successful workshop was held on February 9, 2018.
- Each member of the UPRC presented on sections of the Program Review Template.
- An evaluation form which was distributed to participants showed that those attending found the workshop valuable. They saw it as helpful to them in preparing a Self-Study. The new Deans also found it useful.
- The workshop needs to continue each year.

Issues of Concern

- The UPRC is concerned that the MOUAPs are proceeding forward too slowly. Given that the MOUAPs are key to making the program review process meaningful and should be the basis for resource allocation, the Senate and the Administration must stress the importance of completing the MOUAPs.
- The MOUAP Template needs to be reviewed by the Senate and reaffirmed if appropriate. The format of the Economics MOUAP appears to be reasonable and a model to follow.
- The Program Review Template needs to be reviewed by the Senate and reaffirmed if appropriate.
- When doing a Self-Study, it is especially important to have programs with both B.A./B.S. and M.A./M.S. programs present the information on these programs separately and clearly.
- Everyone involved with Program Review needs to see Student-Learning assessment as a crucial component of a Self-Study. It is hoped that Department Chairs and Deans will stress this issue.
- Program sustainability is also an important issue that needs careful attention by all involved in the Review Process. If there are declining enrollments and increased costs, the programs need to consider all options and strategies and justify their choice to continue a program.
- The UPRC requests the assistance of the Senate and the Administration in stressing the need to turn in Self-Study reports on schedule.

- External Reviewer visits need to be planned well in advance so that the relevant persons including students can be engaged in the process.



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“Freedom has always been an expensive thing.”- Martin Luther King