



MEMORANDUM

DATE: May 18, 2022

TO: Dr. Aaron Hegde, Chair, Academic Senate

FROM: The University Program Review Committee
Dr. Jinping Sun, Chair; Dr. Janet Armentor; Dr. Hager El Hadidi; Dr. Jacquelyn Ann K. Kegley; Dr. Dayanand Saini; Dr. Danielle Solano; Dr. Debra Jackson, ex officio

CC: Dr. Vernon Harper, Provost and Vice President for Academic Affairs
Dr. Debra Jackson, Associate Vice President for Academic Affairs, Dean of Academic Programs

SUBJECT: Annual Report of the University Program Review Committee, AY 2021-2022

This memorandum summarizes the activities of the University Program Review Committee (UPRC) for Academic Year (AY) 2021-2022. Members of the UPRC have worked extremely hard this year to make the program review process meaningful and helpful to academic programs and the University.

Revision of the Self Study and Program Plan Template (Fall 2021)

In the fall term of 2021, the UPRC revised the “Self-Study and Program Plan Template” (dated May 22, 2019). Major recommended changes include: clarifying the program review timeline; adding a certification page upfront to emphasize faculty involvement in program review; including a Table of Contents to provide an overview of the content and organization of the Self-Study and Program Plan; adding an Executive Summary to highlight the main points of the program review; and editing the document for clarification and updates to reflect current procedures. The UPRC submitted the revised “Self-Study and Program Plan Template” to the UPRC Task Force on November 22, 2021.

Revision of the University Program Review Webpage (Spring 2022)

The Academic Programs webpage, of which the [university program review webpage](#) is part, was updated with the assistance of the Academic Programs staff and launched on February 17, 2022. The revised university program review webpage is more user friendly, which includes

- Links to Resources for Programs (including the templates for the external reviewer visit schedule and MOUAP, sample Self-Studies, and UPRC Workshops);
- Quick Links to program review policies and procedures, self-study and program review process, program review schedule, Tableau, TaskStream, and Extension Request Form;
- A flow chart of the program review cycle;
- A link to the program review schedule;
- Description of the charge of the UPRC and committee membership; and
- Links to the UPRC Annual Reports to the Academic Senate.

University Program Review Committee

California State University, Bakersfield
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UPRC Task Force

The UPRC Task Force, commissioned by the Academic Senate on May 20, 2021, was charged to provide input to the Academic Senate on the recommendations for improving academic program review. The Task Force was composed of the following members:

- Dr. Janet Armentor (Sociology, full-time faculty member from SS&E)
- Dr. John Deal (Economics, full-time faculty member from BPA)
- Dr. Jackie Kegley (Philosophy, full-time faculty member from A&H)
- Dr. Charles Lam (BPC Chair, elected by the Academic Senate): Chair of the Task Force
- Dr. Danielle Solano (Chemistry and Biochemistry, full-time faculty member from NSME)
- Dr. Jinping Sun (Public Policy and Administration, full-time faculty member, ex officio)
- Dr. John Tarjan (AAC Chair, elected by the Academic Senate)
- Dr. Luis Vega (Interim Associate Dean of Graduate and Undergraduate Studies, recommended by the Executive Committee of the Academic Senate and appointed by the Provost)

The Task Force met on a regular basis in AY 2021-2022 to review the recommended changes to the “Academic Program Review Policy and Procedures” and “Self-Study and Program Plan Template.” The Task Force submitted its recommendations on the academic program review policy, procedures, template, and implementation issues to the Academic Senate on March 19, 2022. The Academic Senate carefully reviewed these recommendations and at its meeting on April 28, 2022, approved the resolution “RES 212230 University Program Review Committee Changes” as presented on the Senate floor. The resolution was submitted to President Zelezny for approval on May 6, 2022. On May 12, 2022, President Zelezny approved the resolution.

Program Reviews Completed

During AY 2021-2022, the UPRC completed the following program reviews:

- BA in Sociology: 10/12/2021
- BS in Environmental Resource Management: 12/6/2021
- BA in Religious Studies: 3/7/2022
- BA/BS/MS in Geology: 4/18/2022
- BS in Mathematics: 5/10/2022

MOUAP Meetings Completed

To help complete MOUAPs in a timely manner, the following MOUAP meetings were held during AY 2021-2022 and Dr. Jinping Sun, Chair of the UPRC, attended the meetings on behalf of the UPRC:

- BA in Psychology and MS in Counseling Psychology: 9/13/2021
- BS in Chemistry and BS in Biochemistry: 10/25/2021
- BS and MS in Biology and BS in Human Biological Sciences: 10/26/2021
- BA in Sociology: 11/4/2021
- BS in Environmental Resource Management: 2/28/2022
- BA in Religious Studies: 5/12/2022

MOUAPs Completed

Since the end of the spring 2021 term, the following programs’ MOUAPs have been completed:

- Master of Social Work (MSW): 6/1/2021
- MA in Education - Curriculum & Instruction: 6/1/2021

- MS in Educational Counseling: 6/2/2021
- BS in Engineering Sciences: 9/22/2021
- BA in Music:10/5/2021
- General Education:10/25/2021
- BA in Public Administration; Master of Public Administration:12/6/2021
- BS in Economics: 3/9/2022

Program Reviews That Could Not Be Completed and Moved to AY 2022-2023

- BA in Communications: The program was last reviewed in AY 2006-2007 and the next review was scheduled for AY 2015-2016. The program received numerous extensions with the latest due date of 9/15/2021. As of this writing, the UPRC has not received its Self-Study.
- MS in Health Care Administration: The program was last reviewed in AY 2011-2012 and the next review was scheduled for AY 2018-2019. The program received several extensions with the latest due date of 4/5/2021. As of this writing, the UPRC has not received its Self-Study.
- BA in Political Science: The program was last reviewed in AY 2011-2012 and the next review was scheduled for AY 2018-2019. The program received several extensions with the latest due date of 9/15/2021. As of this writing, the UPRC has not received its Self-Study.
- BA/MA in Spanish: The programs were last reviewed in AY 2011-2012 and the next review was scheduled for AY 2018-2019. The program received several extensions with the latest due date of 01/15/2020. As of this writing, the UPRC has not received its Self-Study.
- MS in Administration: The program was last reviewed in AY 2014-2015. The program was notified of its review on 8/31/2020, and its Progress Report was received on 4/7/2021. The program's Self-Study and Program Plan was due 9/15/2021. As of this writing, the UPRC has not received the report.
- BS in Business Administration/Master of Business Administration: The programs were last reviewed in AY 2014-2015. The programs were notified of their review on 8/31/2020, and their Progress Report was received on 4/16/2021. The programs' Self-Study and Program Plan was due 9/15/2021. As of this writing, the UPRC has not received the report.
- BA/MA in History: The programs were last reviewed in AY 2014-2015. The programs were notified of their review on 8/31/2020, and their Progress Report was received on 4/7/2021. An extension request to 10/15/2022 was approved.
- BA/MA in Interdisciplinary Studies: The programs were last reviewed in AY 2014-2015 and the next review was originally slated for AY 2021-2022. The programs were notified on 8/31/2020 and 9/1/2021, and an extension to 9/15/2022 was approved.
- BA/MA in Anthropology: The program's Self-Study was received on 4/28/2021, and the external review was concluded on 5/5/2022. The UPRC is awaiting the External Review Report.
- BA in Liberal Studies: The program's Self-Study was received on 9/29/2021, and the External Review Report was received on 2/14/2022. Due to unexpected circumstances and workload issues (see **Issues of Concern** below), the UPRC decided to move its review to AY 2022-2023.
- BA in Philosophy: The program's Self-Study was received on 11/5/2021, and the Exit Interview with the External Reviewer is scheduled for 5/23/2022 as of this writing.
- BS in Physics: The program's Self-Study was received on 11/16/2021, and the External Review Report was received on 3/11/2022. The UPRC is awaiting the program's response to UPRC questions.

- BS in Nursing (BSN), Registered Nurses to BS in Nursing (RN-BSN), and MS in Nursing/Family Nurse Practitioner (MSN/FNP): The programs' Self-Study was received on 11/30/2021. The UPRC is awaiting the report of California Board of Registered Nursing (BRN).

Program Reviews Scheduled for AY 2022-2023

On 9/29/2021, the following programs were notified of their program reviews that are due 9/15/2022:

- BA in Criminal Justice
- BA and MA in English
- Master of Social Work (MSW)
- BA in Theatre
- Doctoral Program in Educational Leadership

The following programs that were originally scheduled for review in AY 2022-2023 were granted extensions until AY 2023-2024:

- MA in Education - Curriculum & Instruction
- MA in Educational Administration
- MS in Educational Counseling
- MA in Special Education
- Teacher Education Multiple Subjects
- Teacher Education Single Subject

Issues of Concern

The UPRC has identified the following issues of concern:

- The UPRC notes that programs not completing reviews in a timely manner is still an issue. The UPRC hopes that with President Zelezny's approval of RES 212230 University Program Review Committee Changes on May 12, 2022, the situation will begin to improve. This needs to be a high priority in order to fulfill the expectations of WSCUC and our responsibility to students, CSU Board of Trustees, and other stakeholders.
- The UPRC continues to urge the Academic Senate and the Administration to address the issue of not completing the MOUAP process in a timely manner. While strides have been made in holding MOUAP discussion meetings, 11 MOUAPs are pending for various reasons as of this writing.
- The membership of UPRC has been an issue. The UPRC was short one committee member during AY 2021-2022, and two UPRC positions were not filled at some point in AY 2020-2021. In the meantime, the UPRC has been facing a heavy workload. During AY 2021-2022, the UPRC revised the "Self-Study and Program Plan Template" and completed the review of 7 programs. There are up to 25 programs that are slated for review in AY 2022-2023, including 7 continued from this year, 6 scheduled, and 12 overdue.