Notes from Department Chairs Meeting, January 30, 2007

The Associate Dean, Department Chairs, and the Director of Resource Management met from 10:00 AM-12:15 PM.

Bonnie Zimmerman, Associate Vice-President of Faculty Affairs, attended the meeting to discuss Lecturer evaluations. She reviewed elements from the MOU to assure the Chairs were familiar with proper procedures for evaluating, hiring and rehiring lecturers. She urged the Chairs to evaluate all Lecturers each year.

Bonnie also summarized the university’s policy on Market Equity adjustments. She highlighted SDSU’s position on salary inversions. SDSU has decided to handle inversion for newer faculty hires at the point of promotion. This is the point when the university is willing to make a market equity adjustment.

Jim discussed enrollment for Spring 2007. The college was at 2866 FTEs as of Tuesday morning. President Weber informed Gail that he has never had so many parents calling his office about students not being able to get CBA classes. In reality, many students had options available for open classes, just not necessarily the specific ones they wanted.

Kelly discussed the Fall 07 schedule with the Chairs. There has been a change in the room allocations, and Kelly will lose control of rooms earlier in the process. This will put a premium on first time scheduling in which Kelly will try to balance course needs and room sizes to get the maximum efficiency out of our classrooms.

Sandi Williams and Teresa Donahue joined the meeting to talk to the Chairs about study abroad. When the Chairs approve an equivalent course at a university in another country for an SDSU CBA upper division course, often the approved course from the study abroad university is articulated as an SDSU lower division course by the evaluations office. While the course can still be accepted in lieu of the CBA course for major requirements, the Chairs have to waive the upper division units requirement or the student may have to take additional upper units as required for graduation. The CBA has the option to develop a process memo for Advising and Evaluations which sets a standard for holding students to compensating units.

James Tarbox, Aaron Starck, and Iris Mehler from Career Services attended the meeting and highlighted certain Career Services activities held for CBA students. They made numerous presentations to CBA students last Fall through classes, clubs, and CBA student events. About 75% of the CBA undergraduate students are registered at Career Connection, which is significantly higher than the rest of campus. Students need to be registered with career services to receive job/internship announcements and to participate in numerous online information sessions. These sessions focus on career choice, interview skills, and researching prospective employers. The Career Services team thought this information would be helpful to our students as employers frequently cite our students not being as well prepared on interview skills as students from other universities.
Jim reminded the Chairs that Alumni Award nominations are due to the Dean’s office by February 19. He also reminded the Chairs of the CTL Assessment lunch workshop to take place on Tuesday, February 13.

There was discussion regarding getting new Lecturers quicker access to Blackboard, Web Portal, class rosters, office and classroom keys. When a new Lecturer is hired, we immediately establish a red ID, so even before the paperwork is completed, the new instructor can have full computer access to Blackboard and Web Portal. The departments will maintain spare keys for Lecturers to use to access the smart classroom equipment.

Jim summarized his analysis of the electronic evaluations (e-vals) from Fall 06. 22 faculty members participated in e-vals on a volunteer effort to evaluate 40 sections. The mean score for these faculty members on Question 6 was 4.0, compared to the overall college mean of 4.1 for this item on all paper evaluations for the Fall. 33 of the sections that had e-vals also had paper evaluations. When the paired difference analysis was performed on these, the paper evaluations had a mean score of 0.15 higher then the e-vals. Interestingly, while the e-vals were also optional to the students, the participation rates and numbers of comments were similar overall, although there was individual variation among instructors. Jim will share this report with the Steering Committee and also post it to the CBA Communications page. There will be no paper evaluations this semester; all evaluations will be done electronically. The Chairs suggested (and Jim agreed) that Jim send out an announcement to the CBA faculty as we get closer to the deadlines with some information and answers to FAQs on the electronic process.

There was a short discussion about the scheduling of the core BA classes in the MBA program. Sharon said her faculty do not like two-unit Accounting classes being seven week classes. However, Management and IDS faculty, whose two unit classes share the classroom space with the two Accounting classes, like the seven week module. It is difficult to change scheduling without affecting the units balance and classroom allocation. There was a question as to whether scheduling of these classes as full or half-semester falls within the purview of the Graduate Committee, the Graduate Office, or the Chairs. Four of the five Chairs felt it should fall under the Graduate Office. Sharon will continue to seek possible solutions, but will need to satisfy Ken Marino, Shira Scott, and Kelly. If the new Graduate program proposal which makes all core classes 3-unit classes is adopted, this problem would cease to exist once the new program is on the books.