



Date: 6/23/11
To: James Carranza, Academic Senate President
From: Michael Claire, President
Subject: Recommendations for Program Discontinuance - Tier I

Per your May 5, 2011 email to CSM faculty, the administration has developed criteria to apply with respect to making recommendations for program reduction, compression and discontinuance. The criteria were developed over several joint meetings of the instructional and student services administrators. A draft document *College of San Mateo: Program Reduction, Compression, Elimination (Discontinuance) and Consolidation/Coordination* (criteria) was sent to all faculty for review and comment on May 28. Cabinet also reviewed the criteria.

I am pleased that the summer working group of the Academic Senate has reviewed the criteria and I appreciate the Academic Senate's feedback and suggestions regarding the criteria. I have communicated your suggestions to the administrative team and they have incorporated your suggestions in their work.

In addition, the administration has used data provided in the *Instructional Program & Enrollment Data - Update: Educational Master Plan* to assist in program analysis. This resource document was created by the Office of Planning, Research, and Institutional Effectiveness (PRIE). Furthermore, the administration has relied upon program review, catalog information, SB 1440 information, and external employment demand data where appropriate.

Per our discussion on June 21, the administration is making recommendations to the Academic Senate on program discontinuance only. These recommendations are considered "Tier 1" cost savings. If approved by the Board of Trustees, these recommendations would take effect in the 2012-13 academic year. The administration has applied the criteria noted above and has also referenced data sources to support recommendations wherever possible. According to *Rules and Regulations 2.05*, the Academic Senate represents the faculty with respect to academic and professional matters. Program discontinuance is considered an academic and professional matter.

The administration recommends that the following programs be eliminated effective fall 2012:

American Sign Language
Horticulture (including Floristry)
Humanities
Italian
Japanese

The following are not programs. However, they are listed in the catalog as programs. As a result, we felt it prudent to also recommend discontinuance of the course or courses associated with the following:

Consumer Arts and Science
Meteorology
Physical Sciences (honors courses)

I have attached the documentation prepared by the appropriate instructional administrator, which supports these recommendations. In addition, I provided 3 copies of *Instructional Program & Enrollment Data - Update: Educational Master Plan* to you at our June meeting. This document will also be posted online. Finally, this document and other supporting documents are referenced wherever possible in the attached documentation.

The total estimated annual cost savings associated with these recommendations is approximately \$70,000. While this amount is not substantial, it is a start. More importantly, a timely decision will provide the students enrolled in these programs with sufficient opportunities to complete program requirements.

Decisions concerning further cost savings will be discussed early in the fall 2011 semester. These discussions will include decisions regarding schedule compression and reduction. Although recommendations regarding reduction and compression are scheduling decisions, the administration is committed to collegial consultation with faculty at the division and departmental level regarding this matter. Specific scheduling decisions will be made no later than December 1 so that the 2012/13 schedule can be finalized. It is also likely that further recommendations will be made concerning program discontinuance.

To summarize, the administration is committed to working collegially with the Academic Senate on maintaining the overarching principles stated in the criteria document:

- That CSM remain a comprehensive community college but be selectively comprehensive. That is, maintain an appropriate proportion of Transfer, Career and Technical (CTE), and Basic Skills offerings to serve as many students as possible.
- Ensure integration and balance among instructional programs, academic support services, and student support services for both on-campus and distance education.
- While layoffs may be unavoidable, maintain the commitment stated by the Board of Trustees of using layoffs of permanent employees as a last resort in addressing fiscal challenges.
- Revise curriculum and student services college-wide in order to promote student success.

It is sad that we must take these actions as a result of the dire and uncertain fiscal condition of our state.

Action Requested

I am requesting that the Academic Senate review and comment on these recommendations no later than July 13. I plan to forward recommendations to the Board of Trustees for consideration at the July 27 Board meeting.

PROGRAM RECOMMENDED FOR DISCONTINUANCE

COLLEGE OF SAN MATEO

TIER 1: EFFECTIVE FALL 2012

Program/Division

American Sign Language/Language Arts

Recommendation

Discontinuance

Criteria (Based on “Criteria for Program Reduction, Compression, Discontinuance, and Consolidation/Coordination,” distributed by e-mail to all CSM employees)

Overarching Principles:

- “Remain a comprehensive community college but be selectively comprehensive. That is, maintain an appropriate proportion of Transfer, Career and Technical (CTE), and Basic Skills offerings to serve as many students as possible.”
- “While layoffs may be unavoidable, maintain the commitment stated by the Board of Trustees of using layoffs of permanent employees as a last resort in addressing fiscal challenges.”

Criteria:

III.a

- Consider for discontinuance associate degree programs and transfer pathways that serve few students.

III.f

- Consider for discontinuance programs providing breadth and variety where general education goals of students can be served by a smaller number of programs.

Supporting Data with Notes

Since the reduction of upper-level courses that occurred several semesters ago, a Certificate of Specialization is no longer offered. Prior to the reduction, the number of students who pursued a certificate was not significant. From 06/07 through 09/10, 15 Certificates of Specialization were awarded in ASL (PRIE data: CSM Degrees and Certificates Awarded 2006/07 through 2009-10 by Alphabetical Order, p. 1); college wide for these four years, 595 Certificates of Specialization were awarded (PRIE data: CSM Degrees and Certificates Awarded 2006/07 through 2009-10 by Academic Year, p. 1). The percentage of ASL certificates (2.5%) is minimal compared to the total number of Certificates of Specialization conferred college wide. (Criterion III.a)

In addition, this transfer pathway does not serve a multitude of students; the enrollment numbers in second-year courses have required both second-year courses to be taught as a combined course.

Courses by Enrollment* (Transfer courses)

	Course	# of Sections	Enrollment
Spring 2011	ASL 112	2 (1 @ Hillsdale High School)	65
Fall 2010	ASL 111	3 (1 @ Hillsdale High School)	86
Spring 2010	ASL 111	2	62
	ASL 112	2 (1 @ Hillsdale High School)	78
	ASL 121 (combined with 122)	1	17
	ASL 122 (combined with 121)	1	7
Fall 2009	ASL 111	3 (1 @ Hillsdale High School)	129
	ASL 112	1	35
	ASL 121 (combined with 122)	1	17
	ASL 122 (combined with 121)	1	16

*PRIE data: College of San Mateo Course Enrollments, Fall 2009 to Spring 2011

CSM does not have an ASL major, nor is there a SB 1440 transfer major. Although ASL courses are transferable to UC, they do not satisfy IGETC Area 3B. In Area 3B, only the third-year (or higher) Spanish and Chinese courses satisfy the humanities requirement (College of San Mateo Catalog 2010-2011, p. 56). The general education goals for students can be served with Spanish and Chinese offerings. (Criterion III.f)

Although meeting LOAD targets as a program, it was the beginning-level classes (first year) that contributed to meeting these targets. As is evidenced above, enrollment in advanced-level courses was not as robust as that in beginning-level courses because not all students continued on to the second year. With the advent of budget reductions in 2009, the college could not support multiple beginning-level courses every semester, which would increase enrollment in the second-year courses. (It generally requires two classes of the beginning-level courses every semester to fill an advanced-level course.) Because enrollment in advanced-level courses has not been as strong as that in beginning levels, only one beginning-level course is currently offered per semester; thus, students are limited to the first two semesters without the benefit of the upper levels necessary for language competency.

Advanced-level courses removed in Fall 10 because of varying enrollments

Semester	ASL second-year courses*	Cap	Census	Actual end-of-the-semester
Spring 10	ASL 121/122 JA	35	24	21
Fall 09	ASL 121/122 JX	35	34**	31
Spring 09	ASL 121/122 JA	35	24	23

*Data from Hyperion enrollment reports: Spring 10, Fall 09, and Spring 09.

**This count varies slightly from that in the previous table. Enrollment can be captured at various times during the semester, thus resulting in slight variations.

The Language Arts Division, along with the rest of the college, appreciates the breadth and variety that the ASL program, along with other foreign languages, offers; these are important offerings for our students. The remaining faculty member in ASL is dedicated and committed to our students. However, the extreme fiscal limitations that need to be addressed prompt this recommendation for discontinuance. Even though the foreign language offerings will be reduced, the general education goals of students will be served by the Spanish and Chinese programs—one for its importance in world trade and the other for its significance in the surrounding community.

Savings

\$9,000 per year

Cost Avoidance (if applicable)

N/A

Other Considerations

Elimination of the ASL classes at CSM includes elimination of the ASL classes at Hillsdale High School. This elimination will help workload management in the Language Arts Division.

Because of the importance of languages for our students, ideally CSM would increase offerings in this language. However, without this possibility and with the increasingly dire financial situation, the ASL program is recommended for discontinuance. Regrettably this situation will leave students with fewer language choices; however, it will not affect their ability to transfer.

PROGRAM RECOMMENDED FOR DISCONTINUANCE

COLLEGE OF SAN MATEO

TIER 1: EFFECTIVE FALL 2012

Program/Division

HUMANITIES/Creative Arts & Social Science Division

Recommendation

Discontinuance

Criteria (Based on “Criteria for Program Reduction, Compression, Discontinuance, and Consolidation/Coordination,” distributed by e-mail to all CSM employees)

Remain a comprehensive community college but be *selectively comprehensive*. That is, maintain an appropriate proportion of Transfer, Career and Technical (CTE), and Basic Skills offerings to serve as many students as possible.

While layoffs may be unavoidable, maintain the commitment stated by the Board of Trustees of using layoffs of permanent employees as a last resort in addressing fiscal challenges.

III. a) Consider for discontinuance associate degree programs and transfer pathways that serve few students

III. e) Consider for discontinuance programs out of compliance with external mandates (Title 5 regulations, ACCJC standards, etc.)

III. f) Consider for discontinuance programs providing breadth and variety where general education goals of students can be served by a smaller number of programs

Supporting Data with Notes

- While the Humanities program had an AA degree in the CSM Catalog through 2009-10, not a single student received an AA degree in Humanities from CSM in 2006-07, 2007-08, 2008-09 or 2009-10 (PRIE Document: CSM Degrees and Certificates Awarded 2006/07 through 2009/10 by Academic Year, p. 4).
- While the Humanities program provides students with additional breadth and variety in IGETC Area 3 (Arts & Humanities) course offerings, these requirements can be met by the remaining IGETC courses in ETHN, HIST, PHIL, LIT, SPAN, and CHIN. (See College of San Mateo Catalog 2010-11, p. 56 for Intersegmental G.E. Transfer Curriculum Chart). *Note:* IGETC is a more restrictive set of courses than those which cover CSU GE areas (i.e., IGETC is a subset of CSU GE). Thus, if a student covers their GE requirements with IGETC approved courses, they have also covered their CSU GE

areas (but not vice versa). IGETC GE courses, then, serve multiple goals while CSU GE courses alone do not (see College of San Mateo Catalog 2010-11, p. 52. And 56).

- HUM 675/676 (Honors Colloquium) serves few students (FA08 4 students; SP09 not offered; FA09 5 students; SP10 not offered; FA10 10 students; SP11 6 students. *Banner Census Numbers*). While the educational experience is surely rich for these students, the College is developing an official and more cost effective way of offering honors/enrichment experiences for students.
- Program Review/SLOs and Assessments. Without a full-time faculty member primarily assigned in Humanities it has been difficult to complete timely Program Reviews and SLO assessments. Indeed, while we have Student Learning Outcomes (SLOs) created for all Humanities courses, NONE of these are entered into TracDat nor are any assessments yet entered. (In fact, it appears that we do not even have the program and courses created in TracDat for tracking yet--a detail which Humanities faculty ideally would have been aware of and corrected by now.). These operational deficiencies put us out of compliance with external mandates of ACCJC and threaten the renewal of the College's accreditation.

Savings

- Two of the three full-time faculty members teaching in Humanities (HUM 125 and 140) are supported in their home disciplines by replacement part-time faculty (4 courses per year x \$4500 = \$18,000 per year).
- HUM 675/676 (2 courses per year = \$1500 = \$3000)
- Total: **\$21,000.00**

Cost Avoidance (if applicable)

Other Considerations

We are regrettably proposing the discontinuance of the Humanities program at the College of San Mateo. The Humanities program lacks a full-time faculty member to steer the curriculum, produce timely program reviews, and coordinate Student Learning Outcomes and Assessments. Given the great need for full-time faculty in other college programs, it is unlikely that a full-time Humanities hire is on the horizon.

In the budget reductions of Fall 2009, the College opted to cease offering Humanities sections offered by part-time faculty. In effect, we retained only three somewhat disparate Humanities courses taught by full-time faculty from other primary disciplines as well as a one unit per semester Honors Colloquium.

- HUM 114 (Film and Literature as Communication in the Modern Era). 3 units.

- HUM 125 (Technology/Contemporary Society/Human Values). 3 units.
- HUM 140 (Cultural Heritage of San Francisco and Its Environs). 3 units.
- HUM 676/676 (Honors Colloquium in Western Civilization I & II). 1 unit.

While HUM 114 and 125 fulfill IGETC Area 3 (Arts & Humanities), HUM 140, 675 and 676 do not. As noted, students can complete their IGETC requirements in Area 3 with other college offerings, including FILM, HIST and PHIL which are the home disciplines of faculty currently teaching HUM courses. The discontinuance of the Humanities program would not displace any full-time faculty. It simply would return full-time faculty to teach additional IGETC Area 3 courses in their home disciplines. (Indeed, HUM 114 is not being offered in AY 2011-12 since the college is offering an additional FILM section as part of that full-time faculty member's load).

In addition, while the college is exploring models to offer a robust Honors Program to our students, we do not currently have an official program in place. HUM 675/676 are remnants of the old Honors program and are proposed for banking/discontinuance. (There may be opportunities to create similar courses within an Honors Program once the model has been established and launched.)

PROGRAM RECOMMENDED FOR DISCONTINUANCE

COLLEGE OF SAN MATEO

TIER 1: EFFECTIVE FALL 2012

Program/Division

Italian/Language Arts

Recommendation

Discontinuance

Criteria (Based on “Criteria for Program Reduction, Compression, Discontinuance, and Consolidation/Coordination,” distributed by e-mail to all CSM employees)

Overarching Principles:

- “Remain a comprehensive community college but be selectively comprehensive. That is, maintain an appropriate proportion of Transfer, Career and Technical (CTE), and Basic Skills offerings to serve as many students as possible.”
- “While layoffs may be unavoidable, maintain the commitment stated by the Board of Trustees of using layoffs of permanent employees as a last resort in addressing fiscal challenges.”

Criteria:

III.a

- Consider for discontinuance associate degree programs and transfer pathways that serve few students.

III.f

- Consider for discontinuance programs providing breadth and variety where general education goals of students can be served by a smaller number of programs.

Supporting Data with Notes

Since the reduction of upper-level courses that occurred several semesters ago, a Certificate of Specialization is no longer offered. Prior to the reduction, the number of students who pursued a certificate was not significant. From 06/07 through 09/10, three Certificates of Specialization were awarded in Italian (PRIE data: CSM Degrees and Certificates Awarded 2006/07 through 2009-10 by Alphabetical Order, p. 4); college wide for these four years, 595 Certificates of Specialization were awarded (PRIE data: CSM Degrees and Certificates Awarded 2006/07 through 2009-10 by Academic Year, p. 1). The percentage of Italian certificates (.5%) is minimal compared to the total number of Certificates of Specialization conferred college wide. (Criterion III.a)

In addition, this transfer pathway does not serve a multitude of students; the enrollment numbers in second-year courses have required both second-year courses to be taught as a combined course.

Courses by Enrollment* (Transfer courses)

	Course	# of Sections	Enrollment
Spring 2011	ITAL 112	1	34
Fall 2010	ITAL 111	1	37
Spring 2010	ITAL 111	3	91
	ITAL 112	1	32
	ITAL 121 (combined with 122)	1	15
	ITAL 122 (combined with 121)	1	7
Fall 2009	ITAL 111	2	78
	ITAL 112	1	30
	ITAL 121 (offered but cancelled because of low enrollment)	0	0
	ITAL 122 (offered but cancelled because of low enrollment)	0	0

*PRIE data: College of San Mateo Course Enrollments, Fall 2009 to Spring 2011

CSM does not have an Italian major, nor is there a SB 1440 transfer major. Although Italian courses (not 800-level conversation courses) are transferable to UC, they do not satisfy IGETC Area 3B or Area 6. In Area 3B, only the third-year (or higher) Spanish and Chinese courses satisfy the humanities requirement; in Area 6, only the second-year (and higher) levels satisfy the Languages Other Than English (LOTE) requirement (College of San Mateo Catalog 2010-2011, p. 56). The general education goals for students can be served with Spanish and Chinese offerings. (Criterion III.f)

Although meeting LOAD targets as a program, it was the beginning-level classes (first year) that contributed to meeting these targets. As is evidenced above, enrollment in advanced-level courses was not as robust as that in beginning-level courses because not all students continued on to the second year. With the advent of budget reductions in 2009, the college could not support multiple beginning-level courses every semester, which would increase enrollment in the second-year courses. (It generally requires two classes of the beginning-level courses every semester to fill an advanced-level course.) Because enrollment in advanced-level courses has not been as strong as that in beginning levels, only one beginning-level course is currently offered per semester; thus, students are limited to the first two semesters without the benefit of the upper levels necessary for language competency.

Advanced-level courses removed in Fall 10 because of varying enrollments

Semester	ITAL second-year courses*	Cap	Census	Actual end-of-the-semester
Spring 10	ITAL 121/122 JX	35	23**	15
Fall 09	ITAL 121/122 JX (offered but cancelled because of low enrollment)	35	0	0
Spring 09	ITAL 121/122 JX	35	18	16

*Data from Hyperion enrollment reports: Spring 10, Fall 09, and Spring 09.

**This count varies slightly from that in the previous table. Enrollment can be captured at various times during the semester, thus resulting in slight variations.

The Language Arts Division, along with the rest of the college, appreciates the breadth and variety that the Italian program, along with other foreign languages, offers; these are important offerings for our students. The remaining faculty member in Italian is dedicated and committed to our students. However, the extreme fiscal limitations that need to be addressed prompt this recommendation for discontinuance. Even though the foreign language offerings will be reduced, the general education goals of students will be served by the Spanish and Chinese programs—one for its importance in world trade and the other for its significance in the surrounding community.

Savings

\$9,000 per year

Cost Avoidance (if applicable)

N/A

Other Considerations

Although transferable, the current first-year Italian course offerings do not serve transfer students with general education requirements for IGETC. Because of the importance of languages for our students in an ever-expanding world economy, ideally CSM would increase offerings in this language. However, without this possibility and with the increasingly dire financial situation, the Italian program is recommended for discontinuance. Regrettably this situation will leave students with fewer language choices; however, it will not affect their ability to transfer.

PROGRAM RECOMMENDED FOR DISCONTINUANCE

COLLEGE OF SAN MATEO

TIER 1: EFFECTIVE FALL 2012

Program/Division

Japanese/Language Arts

Recommendation

Discontinuance

Criteria (Based on “Criteria for Program Reduction, Compression, Discontinuance, and Consolidation/Coordination,” distributed by e-mail to all CSM employees)

Overarching Principles:

- “Remain a comprehensive community college but be selectively comprehensive. That is, maintain an appropriate proportion of Transfer, Career and Technical (CTE), and Basic Skills offerings to serve as many students as possible.”
- “While layoffs may be unavoidable, maintain the commitment stated by the Board of Trustees of using layoffs of permanent employees as a last resort in addressing fiscal challenges.”

Criteria:

III.a

- Consider for discontinuance associate degree programs and transfer pathways that serve few students.

III.f

- Consider for discontinuance programs providing breadth and variety where general education goals of students can be served by a smaller number of programs.

Supporting Data with Notes

Since the reduction of upper-level courses that occurred several semesters ago, a Certificate of Specialization is no longer offered. Prior to the reduction, the number of students who pursued a certificate was not significant. From 06/07 through 09/10, 37 Certificates of Specialization were awarded in Japanese (PRIE data: CSM Degrees and Certificates Awarded 2006/07 through 2009-10 by Alphabetical Order, p. 4); college wide for these four years, 595 Certificates of Specialization were awarded (PRIE data: CSM Degrees and Certificates Awarded 2006/07 through 2009-10 by Academic Year, p. 1). The percentage of Japanese certificates (6%) is minimal compared to the total number of Certificates of Specialization conferred college wide. (Criterion III.a)

In addition, this transfer pathway does not serve a multitude of students; the enrollment numbers in second-year courses have required both second-year courses to be taught as a combined course.

Courses by Enrollment* (Transfer courses)

	Course	# of Sections	Enrollment
Spring 2011	JAPN 112	1	36
Fall 2010	JAPN 111	1	40
Spring 2010	JAPN 111	2	55
	JAPN 112	1	28
	JAPN 121 (combined with 122)	1	20
	JAPN 122 (combined with 121)	1	21
Fall 2009	JAPN 111	2	60
	JAPN 112	1	44
	JAPN 121 (combined with 122)	1	18
	JAPN 122 (combined with 121)	1	7

*PRIE data: College of San Mateo Course Enrollments, Fall 2009 to Spring 2011

CSM does not have a Japanese major, nor is there a SB 1440 transfer major. Although Japanese courses are transferable to UC, they do not satisfy IGETC Area 3B or Area 6. In Area 3B, only the third-year (or higher) Spanish and Chinese courses satisfy the humanities requirement; in Area 6, only the second-year (and higher) levels satisfy the Languages Other Than English (LOTE) requirement (College of San Mateo Catalog 2010-2011, p. 56). The general education goals for students can be served with Spanish and Chinese offerings. (Criterion III.f)

Although meeting LOAD targets as a program, it was the beginning-level classes (first year) that contributed to meeting these targets. Enrollment in advanced-level courses was generally not as robust as that in beginning-level courses because not all students continued on to the second year. The college could not support multiple beginning-level courses every semester, which

would increase enrollment in the second-year courses. (It generally requires two classes of the beginning-level courses every semester to fill an advanced-level course.) Because enrollment in advanced-level courses has not been as strong as that in beginning levels, only one beginning-level course is currently offered per semester; thus, students are limited to the first two semesters without the benefit of the upper levels necessary for language competency.

Advanced-level courses removed in Fall 10 because of varying enrollments

Semester	JAPN second-year courses*	Cap	Census	Actual end-of-the-semester
Spring 10	JAPN 121/122 JA	35	41	37
Fall 09	JAPN 121/122 JX	35	27**	25
Spring 09	JAPN 121/122 JX	35	33	30

*Data from Hyperion enrollment reports: Spring 10, Fall 09, and Spring 09.

**This count varies slightly from that in the previous table. Enrollment can be captured at various times during the semester, thus resulting in slight variations.

The Language Arts Division, along with the rest of the college, appreciates the breadth and variety that the Japanese program, along with other foreign languages, offers; these are important offerings for our students. The remaining faculty member in Japanese is dedicated and committed to our students. However, the extreme fiscal limitations that need to be addressed prompt this recommendation for discontinuance. Even though the foreign language offerings will be reduced, the general education goals of students will be served by the Spanish and Chinese programs—one for its importance in world trade and the other for its significance in the surrounding community.

Savings

\$9,000 per year

Cost Avoidance (if applicable)

N/A

Other Considerations

Although transferable, the current first-year Japanese course offerings do not serve transfer students with general education requirements for IGETC. Because of the importance of languages for our students in an ever-expanding world economy, ideally CSM would increase offerings in this language. However, without this possibility and with the increasingly dire financial situation, the Japanese program is recommended for discontinuance. Regrettably this

situation will leave students with fewer language choices; however, it will not affect their ability to transfer.

PROGRAM RECOMMENDED FOR DISCONTINUANCE

COLLEGE OF SAN MATEO

TIER 1: EFFECTIVE FALL 2012

Program/Division

Consumer Arts and Sciences/Math and Science

Recommendation

Discontinuance

Criteria (Based on "Criteria for Program Reduction, Compression, Discontinuance, and Consolidation/Coordination," distributed by e-mail to all CSM employees)

Catalogue clean-up

Supporting Data with Notes

None

Savings

None

Cost Avoidance (if applicable)

None

Other Considerations

The single course offered under this heading was nutrition, taught as a television course. The course was absorbed by the biology department, the outline updated and this course is now offered as a regular class on campus and on-line. Therefore, this action is basically a catalogue clean-up.

PROGRAM RECOMMENDED FOR DISCONTINUANCE

COLLEGE OF SAN MATEO

TIER 1: EFFECTIVE FALL 2012

Program/Division

Meteorology/Math and Science

Recommendation

Discontinuance

Criteria (Based on “Criteria for Program Reduction, Compression, Elimination, and Consolidation/Coordination,” distributed by e-mail to all CSM employees)

- IIIb: “Consider for discontinuance programs with low LOAD, Fill Rate, WSCH and or Enrollment...”
- IIIe: “Consider for discontinuance programs out of compliance with external mandates”

Supporting Data with Notes

PRIE Data

There are no majors for meteorology as this is not actually a program. It consists of two courses, one lecture and one laboratory. The laboratory course has not actually been offered for at least 6 years. There is one section of lecture offered in fall. PRIE data reflects the lecture course only.

- Fall 2010 enrollment with success; METE 100 = 28 with 50% success
- Fall 2009 enrollment with success; METE 100 = 24 with 50% success

No recent history of program review or SLO assessment. Course outlines have no SLOs listed

Savings

The cost of a single section is \$4,500. This is based on part time hourly costs plus benefits.

Cost Avoidance (if applicable)

N/A

Other Considerations

The usefulness of meteorology is to satisfy general education requirements and there are other science courses that allow students to meet this requirement. Since there has been no program review, no SLOs identified or assessed, the program is out of compliance with Title 5 and ACCJC accreditation guidelines.

PROGRAM RECOMMENDED FOR DISCONTINUANCE

COLLEGE OF SAN MATEO

TIER 1: EFFECTIVE FALL 2012

Program/Division

Physical Sciences/Math and Science

Recommendation

Discontinuance

Criteria (Based on "Criteria for Program Reduction, Compression, Elimination, and Consolidation/Coordination," distributed by e-mail to all CSM employees)

None

Supporting Data with Notes

Consists of two honors courses only and these have not been offered for at least 3 years

Savings

None

Cost Avoidance (if applicable)

None

Other Considerations

As the courses under this heading only existed to meet honors requirements, this is also a catalogue clean-up until a determination is made for the new direction of honors courses at CSM.