



CALIFORNIA STATE UNIVERSITY, LONG BEACH
VICE PROVOST FOR ACADEMIC AFFAIRS

Memorandum of Understanding
Department of Health Science
Undergraduate Programs
College of Health and Human Services
October 2018 (for 2017 review)

This Memorandum of Understanding outlines the consensus reached by the Department of Health Science, the College of Health and Human Services, and the Division of Academic Affairs, based on the recently conducted program review. It describes the goals to be achieved, and the actions to be undertaken by all parties to this MOU to achieve these goals during the next program review cycle. Progress toward goals is to be addressed in the annual report.

The Department of Health Science offers a BS in Health Science with options in Community Health Education (CHEO) and School Health Education (SHEO), as well as an 18-unit minor in Health Science. The Department also has an MS in Health Science and a Single Subject Teaching Credential that have a different accreditation bodies and will be considered under a different review and MOU. It has discontinued the B.S. in Health Science, Options in Health Care and the B.S. in Health Science, Option in Radiation Therapy since the last review period. It is considering adding a new option for Interdisciplinary Health, and also an Environmental Health Certificate program. The Department offers 5 GE courses, with HSC 425 Human Sexuality and Sex Education being one of the most popular GE courses offered.

The Department of Health Science completed its previous program review in 2010 with a final MOU issued in 2013. In the period since the previous review, the department has acted on all action items agreed to in the 2013 MOU by:

- 1) developing consensus on competencies and outcomes that are aligned with national standards and revising the BS curriculum accordingly;
- 2) developing and implementing a student learning outcomes assessment plan, using findings for program improvement;
- 3) developing Standard Course Outlines for all courses as well as a curriculum matrix focusing on learning outcomes, appropriate sequencing, and elimination of redundancies and gaps in instruction;
- 4) the Department has worked with the college to develop hiring priorities in areas of disciplinary need as identified through its process of alignment with national standards; and
- 5) the department has reviewed the balance between its degree programs and its investment in General Education to ensure student success in the degree programs.

A number of strengths were identified in the program review reports.

- The B.S. in Health Science Option in School Health Education (SHEO) was commended by reviewers as a model program for school health education.

- The Department is reducing the unit requirement for the minor from 24 to 18, which may open this area of study to more students.
- The demand for the HS degree has risen, with an increase in FTES in both undergraduate majors and graduate students. The B.S. in Health Science Option in Community Health Education (CHEO) is undergraduate degree in highest demand.
- Graduate rates are steadily improving, most notably in the 2-year graduation rate.
- The Department contributes to the GE mission of the University, most notably with HSC 425, which enrolls over 1,000 students per semester.
- The Department developed and implemented a rigorous assessment plan, with signature assignments in all classes.
- The department has made efforts to offer online and hybrid formats of seven of their courses, adding flexibility for diverse learners.
- SHEO students are supported by an advisor in the department who also coordinates the HSC Credentialing program. External reviewers highlight this as a strength of the program.

Areas of Concern and Opportunities for Development were noted in the reports.

- The increase in FTES over the last 5 years has not been met with an increase in FTEF, therefore the Student-Faculty ratios are high. This has led to increased class sizes, which the Department plans to cap in the future.
- The Department has hired 2 new tenure-track faculty, however the Department has also experienced attrition, with the loss of 3 tenure-track faculty.
 - The Department continues to need to review faculty assignments to ensure that major courses are appropriately staffed and that undergraduates have sufficient contact with tenure track faculty. About 85% of all courses offered by the department are offered by lecturers, which is well above the CSU average of 41%.
 - In addition, lecturers often participate in activities that go above and beyond their teaching responsibilities with service to the department and to students. Although it is commendable that lecturers are highly engaged in the department, the department should evaluate these workload issues.
- The Department currently relies on the CHHS advising center for GE and Major academic needs. The Department would also like to supplement this advising internally, however they lack the faculty/staff resources to do so.

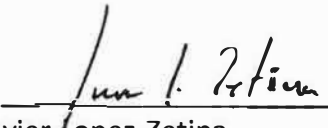
It is therefore agreed that:

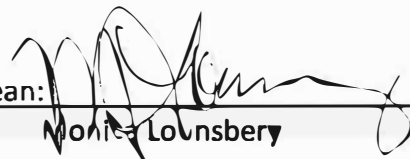
1. The Department will continue to implement an ongoing program of assessment of institutional, programmatic, and student learning outcomes across the curriculum. This includes General Education offerings, the Bachelor's program, and the Master's Program. This assessment should also include a revised comprehensive curriculum map, and a substantive assessment plan detailing "closing the loop" strategies.
2. The Department will provide an annual update (due June 1) on progress made towards the actions agreed to in this MOU to the CHHS dean, the Vice Provost for Academic Programs, and the Director of Program Review and Assessment. Assessment for student and program learning outcomes will be completed for both the BS degrees. The review cycle will be from 2017-2024. A comprehensive self-study will be due June 2024 for


2024-2025 Academic Year external review/UPRC report process.

3. The Department has implemented a very ambitious assessment plan for students. This may lead to faculty fatigue, especially for lecturers. A cycling of direct and indirect assessments over the program review period is recommended.
4. The Department will continue to work with the college advising center to improve advising effectiveness for CHEO majors and HSC minors and continue to support SHEO advising in the department.
5. The Department will ensure that expectations for lecturers regarding service to the department is congruent with contract terms.
6. The College will work with the Department to seek solutions to faculty deployment and tenure-track hiring that supports the needs of the program and its students.
7. The College will support the Department to explore funding via grants and other external means to support graduate students with stipends and assistantships

This MOU has been read and approved by:

Department of Health Sciences Chair:  Date: 5-3-19
Javier Lopez-Zetina

College of Health and Human Services Dean:  Date: 5-2-19
Monica Lovnsberg

Vice Provost Academic Programs:  Date: 4-26-19
Jody Cormack