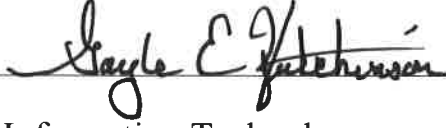


**Office of the President
California State University, Chico**



Executive Memorandum EM 17-014

October 30, 2017

From: Gayle E. Hutchinson, President 

Subject: Discontinuation of the Minor in Information Technology

Upon the recommendation of the Academic Senate and the concurrence of the Provost, I approve the Discontinuation of the Minor in Information Technology, effective Fall 2018.

Policy Title:	EM 17-014 Discontinuation of Minor in Information Technology
Contact:	Department of Computer Science
Supersedes:	N/A
Revision:	N/A
Enabling Legislation or Executive Order:	N/A

Discontinue Undergraduate Program: See [EM 15-005](#)

Program Name: Minor in Information Technology

Complete only if applicable
Program named above is:

Option within _____
(degree program name)

Minor

Certificate

Rationale: This minor has not attracted the number of students we had hoped. It will be easy to teach out as all the courses are offered as part of the two majors in this department. We would prefer to develop new programs that will be more attractive to students.

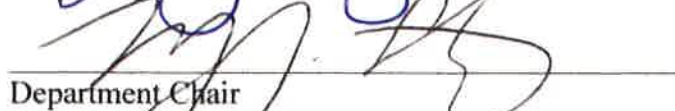
Required Signatures

The Department of Computer Science has reviewed and approved this program discontinuation.



Chair, Department Curriculum Committee

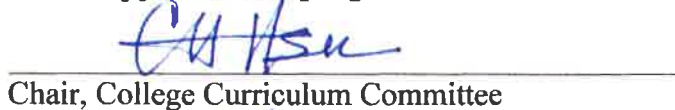
4/20/17
Date



Department Chair

4/20/17
Date

The College of Engineering, Computer Science, and Construction Management has reviewed and approved this program discontinuation.



Chair, College Curriculum Committee

5/24/2017
Date



College Dean

5/24/2017
Date

Send signature page with proposal attached to Curriculum Services at Undergraduate Education, zip 128

Curriculum Review Completed

9/7/17
Date

Note: As stated in EM 15-005: Although this document identifies many of the issues deemed essential for a thorough, open, and complete discussion and debate, those involved in pursuing program discontinuation should recognize that it would be inappropriate to judge all programs by the same standards or specify the range of information necessary to make a considered recommendation in each particular case. Therefore, the Academic Senate may 1) consider issues not specifically listed in this

ESU Chancellor
Curriculum Services

MAY 30 2017

RECEIVED

Discontinue Undergraduate Program: See [EM 15-005](#)

document and 2) recognize that some issues listed in this document may not be pertinent to a specific case. The goal is to help the Academic Senate reach an informed recommendation based on the evidence provided.

Description and History of the Program:

- Provide a brief description of the program including:
 - When it was approved and/or how long has it been in place at CSU, Chico
 - History of the program, including its status as a major, option, minor, credential, or certificate,
 - Relation to other programs, including General Education, and
 - Status as a professional or pre-professional program.

The Minor in Information Technology was approved in spring 2008. It consists of a subset of the courses required for the BS in Computer Information Systems.

- Describe the relationship of the program to the University's Strategic Plan, College Strategic Plan, Academic Plan and other statements of mission, goals and values.
- Who was it designed to serve (describe the student need)? What are the societal needs?

The Minor was intended to serve students that would like to develop a knowledge base in information technology to go along with their chosen major. It was thought this would be a popular minor since the computing and information infrastructure is so pervasive in our society.

- (E.g., cultural, technological, economic, artistic, scientific). Are similar programs available elsewhere in the CSU?

We offer the BS in Computer Science and BS in Computer Science here. Similar programs are offered throughout the CSU. It is unknown if there is a similar minor.

Indicate areas of concern, with reference to the above history, as it pertains to the proposed discontinuation.

- What is the status of the program now? Why should it be discontinued?

There are very few students that have declared this Minor. Those that have are mostly either students majoring in Computer Information Systems (who can get the minor without any additional coursework) or students majoring in Computer Science (who can get the minor with very few additional courses if they double count appropriately). It has not been attractive to students outside the department. There are currently 5 students that have declared the minor – two CSCI and two CINS.

- Was the program suspended or considered for suspension?

No. We would prefer to develop programs that will have more demand.

- What efforts have been made to sustain or improve the program? If there have been no efforts, please explain why efforts have not been made to improve the program (including suspension for purposes of re-evaluation [[EM 13-057](#)]).

Discontinue Undergraduate Program: See EM 15-005

The Information Technology Minor had issues as one of the required courses, CSCI 446, Introduction to Networking, had a prerequisite not required by the Minor. We have found that we want to further strengthen prerequisites for CSCI 446 and we cannot do so while keeping this Minor. The courses CINS 110 and CSCI 144 used in that Minor are elective in the CINS and CSCI BS degrees. Do to budgetary constraints and lack of sufficient faculty, we have been forced to remove these courses from upcoming offerings. Given the lack of interest in the Minor, and the problems mentioned here, we feel it is best to delete if from the catalog.

- How many students does the program serve? What are recent trends in enrollment? What is the external demand for the program from an employment perspective?

Very few, only 5 at present. It is not increasing in popularity. The Computer Science Minor is thriving in comparison and in demand from industry.

- What are the shortcomings of the program that have led to the proposal to discontinue? (What criteria were used to gather data on the program? How was the data assessed? Has the program been through a five year review? If not, why not? If so, what were the results of the last review?)

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- Describe current staffing levels, FTES and other information relevant to program performance.

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- Describe the financial status of the program. Provide evidence of the relative expense or revenue of the program compared to similar programs.

There are only 5 students currently seeking this Minor.

- Provide additional evidence to support the discontinuation proposal. (If possible, reference original EM of approval so readers can go to that evidence.)

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Discontinue Undergraduate Program: See EM 15-005

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Describe the consultation process and procedures:

- Evidence of consultation with faculty, administrators, students, and related stakeholders in the collaborative preparation of the plan, assessment, and timeline. Evidence may include but is not limited to dates, times, minutes, and vote counts from meetings, lists of attendees, correspondence, etc.

The proposal to discontinue originated in the Curriculum Committee of the Computer Science Department. It was discussed and voted on at a full Department meeting on 4/19/17. It was unanimously approved to delete the Minor in Information Technology due to lack of student interest and lack of ability to offer courses in the Minor that are elective in both the CINS and CSCI BS degrees.