

**Faculty Committee on Extended Learning**  
**October 24, 2007**  
**Minutes**

Virginia Kennedy, committee chair, called the meeting to order at 3:25 p.m. The meeting was held in the Executive Conference Room in The Tseng College.

*Committee members present:* Virginia Kennedy (chair), Helen Heinrich, Brian Connett, James Decker, James Kelley, Tina Kiesler, Ronald Mehler for Xiaojun Geng, Joyce Feucht-Haviar

*Committee members absent:* Beth Phillips, Renee Moreno, Sabina Magliocco, Radha Ranganathan, Rachel Friedman Narr

*Guests present:* Henrik Minassians, Tyler Blake, Kim Badrkhan, Julia Potter, Tracey Miller

The committee had agreed to meet on this date because of a scheduling conflict for the committee chair. Virginia Kennedy thanked the committee for making that accommodation.

**1. Proposed modification to the Master of Public Administration Program**

Virginia Kennedy announced the first agenda item which was the presentation of the proposed modification to the Master of Public Administration Program by Henrik Minassians who is The Tseng College director of Public Sector Programs. A copy of the proposal prepared for submittal to the CSUN Graduate Studies Committee had been distributed via email to the members of the committee in advance of the meeting and hard copies were distributed at the meeting.

Henrik Minassians began by providing a brief history of the program and description of the current program. He then discussed the need for the modification and the process through which the need was assessed. The proposal has been approved by the Master of Public Administration program advisory board that consists of ten faculty members (eight CSUN faculty appointed by collaborating departments/colleges and two senior professionals from the public sector). The proposed modification is to provide the option of tracks, thus permitting students an opportunity for specialization in a particular area of study. The tracks are: Public Sector Management and Leadership, Non-Profit Sector Management, Public Policy Analysis and Management, and Performance Management and Productivity in Public Sector. The proposal would reduce the core courses from eight to five to allow students to choose electives in each of the new tracks. Certain classes will be cross listed facilitating faculty to switch from one track to another. A comprehensive examination will be required as the culminating experience. The proposed four tracks do not impact

the existing courses and the most significant change is the rearrangement of the current curriculum.

Virginia Kennedy asked for questions or comments from the committee members. There was a brief discussion about the relationship between the Public Sector Management baccalaureate degree-completion program and the Master of Public Administration program. Virginia Kennedy contemplated if we were losing any undergraduate students.

James Kelley asked if any of the courses were available online. Henrik Minassians answered that none of the courses are available online although Blackboard and chats are used.

Virginia Kennedy asked if internships were needed outside of the student's workplace and Henrik Minassians responded that this usually was not necessary.

Virginia Kennedy commented on the faculty ratio of eight full-time faculty members teaching the core classes with practicing professionals teaching those classes where real world experience is required. Henrik Minassians added that the practicing professionals must have a master's degree. Joyce Feucht-Haviar continued that each of the course syllabi are approved by the faculty committee and department chairs.

Tina Kiesler noted that 642A (Ethics and Professionalism) is offered as an elective in two tracks. Henrik Minassians responded that this course is the leadership component and appropriate in the two tracks.

Brian Connett commented about the flexibility of the program.

There was discussion about the culminating experience as a comprehensive exam rather than a thesis. Both Henrik Minassians and Joyce Feucht-Haviar discussed the experience with midcareer learners and the preference for the exam.

Henrik concluded the presentation by discussing faculty assessment in the program and the availability of workshops for the students on selected Saturdays.

Virginia Kennedy stated that there is no formal recommendation required from the committee. Rather, the committee is asked for informal review and commentary. She then asked the committee if all were agreed to endorse the proposal as presented. The committee agreed without comment.

## **2. Proposed new program: Master in Public Policy**

The next agenda item was the proposed new program, Master in Public Policy. Virginia Kennedy asked Henrik Minassians to begin his presentation. A copy of the proposal prepared for submittal to the CSUN Graduate Studies Committee had been distributed via email to the members of the committee in advance of the meeting and hard copies were distributed at the meeting.

Henrik Minassians presented a brief history about the development of the program, including the \$50,000 grant received from the CSU to develop the program. The collaborating CSUN Colleges for this program are the College of Social and Behavioral Sciences and The Tseng College under the management of The Tseng College's Public Sector Programs group. The dean of CSBS is well known and highly respected in this field. The program is fully online with instructors in remote locations. It will truly be a global approach. The goal was to create a locust of conversation with CSUN at the center. The program focus is on the area of comparative and international policy making and implementation across diverse urban settings. There are no online public policy programs in the United States with this option. CSUN will be the first with this degree in the country.

Virginia Kennedy asked for comments or questions.

Brian Connett said, "Wow!"

There was a discussion about features of the online delivery. Tina Kiesler and Joyce Feucht-Haviar commented about the strength and uniqueness of distance learning.

Virginia Kennedy stated that the program was carefully designed and thoughtfully conceived.

Again, Virginia Kennedy stated that there is no formal recommendation required from the committee. Rather, the committee is asked for informal review and commentary. She then asked the committee if all were agreed to endorse the proposal as presented. The committee agreed without comment.

## **3. Further discussion of CSUN online and distance learning.**

The third agenda item was introduced by Virginia Kennedy and presented by Joyce Feucht-Haviar, dean of The Tseng College, and Tyler Blake, director of Distance Learning for The Tseng College. As a follow-up to the discussion about online education during the September meeting of this committee, the document, "CSUN's Online and Distance Learning Strategies and Standards," was distributed for inclusion in the Overview Binders which were distributed at the September meeting. During the 2006-07 academic year, CSUN created a

clearer and targeted definition and charge to the CSUN Online Instruction Unit and the CSUN Distance Learning unit in The Tseng College which resulted in this document. There is a difference between online courses and a fully online program.

The committee members agreed that The Tseng College is the leader and standard bearer in distance learning. The broad discussion included how to bring the University into the level of expertise that The Tseng College offers.

The possibility of Tyler Blake hosting workshops was discussed. Tyler Blake suggested a careful assessment of needs first. Joyce Feucht-Haviar stated that The Tseng College will try to respond to those needs.

Brian Connett commented that there seemed to be so much offered that there was a need to set standards.

Tyler Blake shared some examples of poor choices when technology overrode the human factor. He continued that at CSUN, we need to ask if we are program driven or technology driven.

#### **4. Preliminary budget for The Tseng College for 2007-2008**

Virginia Kennedy then asked Joyce Feucht-Haviar to present the fourth agenda item, a preliminary budget for the 2007-07 academic year for The Tseng College. The document had been sent by e-mail to the committee members and hard copies were distributed at the meeting.

The budget was reviewed.

Joyce Feucht-Haviar announced that a discussion was taking place with the University regarding increasing student fees so a revised budget reflecting that change would be distributed at the next meeting.

#### **5. Short briefing on Dean Joyce's upcoming travels**

The last agenda item, the upcoming travels by the dean of The Tseng College, was presented by Joyce Feucht-Haviar. The dean was invited to attend the MAIS (the Mediterranean Association of International Schools) conference in Rome. The Association is for K-12 international schools in the Mediterranean area. The dean is making a presentation about distance learning. She is then traveling with our international partner for the development of an American International School in Abu Dhabi. Her travels will include a trip to Egypt for meetings for a possible university there, and then to Abu Dhabi and Dubai for meetings with government officials and investors. She is off-campus from October 30<sup>th</sup> through November 16<sup>th</sup>.

With no further business to conduct, the meeting was adjourned at 5:00 p.m.

The next meeting is scheduled for November 14, 2007 but because there are no pressing agenda items, it has been cancelled. Therefore, the next meeting will be held on February 20, 2008.

Respectfully submitted by:  
Julia M. Potter with assistance from Tracey Miller