

Attachment 1.12
Executive Committee Meeting - June 25, 2012
(2012-13 EC Referral - May 15, 2012)

Impacted Status for the Photography Program / Upper Division - Campus Request

1. Demand and capacity

Student demand for the Photography Program at Sacramento State has grown steadily over the last several years while resources diminish. Specifically the limited space in discipline specific facilities, aging equipment and lack of funding for an adequate number of full or part time faculty has created a series of barriers for students as they seek to graduate in a timely manner. The major is in need of modifications that will allow students to efficiently move toward graduation and allow faculty to offer consistent quality instruction at all levels. To ensure that this can happen, along with recent approved program changes, we are requesting impacted status.

Impaction would allow operation of a quality program using existing resources as well as streamline the path to graduation for all students by regulating upper division class enrollments, significantly reducing registration bottlenecks and class waiting lists.

CSU IMPACTION 2013 -2014 PROGRAM DATA

Executive Order No. 563 requires campuses to supply historical data for each academic area and class level for which the impaction designation is requested. Definitions of the data required to complete the form are attached.

CSU Campus: Academic Area/ Class Level: Photography / Upper Division

	Fall Term - Applications and Enrollments			
	Actual			Projected
	2009	2010	2011	Fall 2012
Academic Area/Class Level: Photography / UD				
A. Capacity in terms of headcount	80	80	80	80
B. Enrollment Total*	189	187	164	180
Continuing Students	155	153	148	152
New & Returning Students	34	34	16	28
C. Enrollment as percent of capacity (Total/B/A)	236%	234%	205%	225%
Applications Quota (New & Returning)				
D. Maximum applications to reach capacity	50	50	50	50
E. Applications received during initial filing period	173	209	166	183
F. Applications received as percent of quota (E/D)	346%	418%	332%	366%

*Fall 2012 enrollment may be estimated.

1. Demand and capacity (continued)

Please refer to the following outline for a description as to how each set of numbers were determined.

A. Capacity in terms of headcount: A headcount of 80 in upper division study reflects the creation of four 20 student cohorts, two cohorts at the junior level and two cohorts at the senior level, that will be determined at the point of admission to the major via the supplemental criteria set forth in this application for impaction. The number of students were determined by a combination of facility size restrictions, net teaching capacity based on current temporary, tenure / tenure-track faculty, pedagogy based on a studio environment, as well as precedent set by the two existing impacted programs in the department of design.

B. Enrollment totals of continuing, new and returning students were compiled using existing reports available in SacVault as well as internal tracking reports.

C. Enrollment as percent of capacity was determined by taking the total enrollment totals and calculating the percentage over the capacity in terms of headcount.

D. Applications Quota (New & Returning) or Minimum applications to reach capacity: To fulfill the goal of two cohorts of 20 students beginning upper division coursework in the program each fall a minimum of 50 applications will be needed. This number anticipates a small percentage of students self-selecting out of the process, not meeting minimum grade requirements or other events that contribute to attrition. This is based on the experience of the two existing impacted programs in the department of design.

E. Applications received during initial filing period: This data was compiled using existing reports available in SacVault as well as internal tracking reports.

F. Applications received as percent of quota was determined by taking the number of initial application received data and calculating the percentage above the application quota.

2. Consideration of alternatives of impaction

The steps taken to mitigate overload and capacity programs include:

- Restricting access to program course offerings to majors only
- Cross-listing of courses to provide more opportunities for these courses to be offered
- Reducing service course offerings not required in the program
- Stopping all Special Majors/Minors that involved program resources
- Establishing a gateway course that would both help ensure consistent student technical preparation as well as help control the flow of students into upper division coursework in the program

3. Admission process

A. Prerequisite courses

i. List of prerequisite courses

The following list of courses or their equivalents must be taken prior to, or concurrently with, the supplementary application and portfolio review:

PHOT 11 – Digital Imaging

PHOT 40 – Basic Techniques of Photography

ii. List of prerequisite unit requirement

The lower division requirements for the program total 15 units. Only 6 units are required before applying for admission to the major. These prerequisite units/courses were selected to provide essential technical and theoretical preparation to enter upper division study. These prerequisite units/courses also establish a body of photographic work and knowledge that can be effectively measured and tested for admission into the major.

B. Minimum grade requirements

- Applicants must meet the CSU admission requirements applicable to their class level (e.g., lower division or upper division transfer).
- Applicants must complete the two prerequisite courses noted above with a minimum grade of “C” in each course.
- Applicants must have a minimum cumulative GPA of 2.75 on the most recent 30 graded semester units including any prerequisites taken prior to the last 30 units
- What data if any was this based on? The 10-term mean of the Average Term GPA is 3.0 for the program combining both lower and upper division study. The 5-Year Mean / Graduating GPA of 3.1 suggests that in order to ensure students are properly prepared to engage in the rigorous technical and theoretical requirements of the program the entering GPA must reflect the program average for those successful current and graduated students.

C. Other admissions considerations

i. List of other criteria that will be used to evaluate applicants

- A formal supplemental application for the upper division program is required.
- Students must take an exam that covers basic technique and theory for beginning digital and chemical photography.
- Applicants must submit a portfolio for a faculty-juried review.
- The portfolio must contain the following samples of work.
 - 4 Silver Gelatin Prints w/Negatives
 - Prints should demonstrate student’s ability to handle both technical and aesthetic concerns.
 - Printed image should measure approximately 8x10 inches.
 - Printed images may be on RC or Fiber-based Paper.
 - Prints should be mounted to 16x20” 4ply smooth white matboard
 - Label the back of the matted print with your name. Do not label the front.
 - 2 Contact Sheets (8x10) and Corresponding Negatives
 - Contact sheets printed on 8x10 RC paper from 35mm, 36 exp. film.
 - Contact sheets should be exposed properly for the acetate base of the film to turn black.
 - Include the corresponding film in proper acetate negative sleeves for evaluation.
 - Label the back of each contact sheet with your name and number them #1-2. Label the top of each negative sleeve with your name and the corresponding number of the contact sheet to which it refers.
 - 4 Digital Prints, Color
 - Prints should demonstrate student’s ability to handle both technical and aesthetic concerns.
 - Printed images may inkjet on high quality inkjet paper or digital chromogenic prints on RC paper.
 - Printed image should measure approximately 8x10 to 8x12 inches.
 - Prints should be mounted to 16x20 4ply smooth white matboard
 - Label the back of the matted print with your name. Do not label the front.

ii. List of admissions strategies that will be used to mitigate against adverse impacts on diversity and access.

The program will monitor data from OIR for changes in program demographic trends and address any significant effects that are determined to be caused by inaction procedure or supplemental criteria.

D. Admission decisions

i. Description of the ranking procedure.

Students will take a technical exam and submit a portfolio for evaluation by all of the tenure/tenure-track faculty. These scores will be compiled and each student ranked accordingly. Each student's ranking is in relative comparison to all other students applying. Beyond the minimum requirements of GPA and satisfactory

completion of prerequisite courses there is not a standard that a student must reach. The standard is set by the quality of the candidates as a whole for each review. The Supplemental Criteria Student Evaluation Form, that outlines specific areas of evaluation, has been included.

ii. Description of the appeals process in cases of denied applicants.

The nature of the application and supplemental criteria are objective measures of knowledge and where subjective qualities are considered it is balanced by the review of three different faculty of each application. Since the subject matter is highly specialized and all experts within our faculty regarding the subject matter will be involved with the evaluation process of each application a situation that would give rise to the need for an appeals process does not easily present itself. All students that are not accepted into the program will be asked to meet with one if not all three tenure/tenure-track faculty to discuss the strengths and weaknesses in their application and create an plan as to how to move forward with their studies at Sacramento State.

Supplemental Criteria Student Evaluation Form

Photography Program | Department of Design | College of Arts & Letters | Sacramento State

Spring 2012 Application / Fall 2013 Major Entry

Student Name: _____

Accepted []

Not Accepted []

Alternate [] Alternate Rank _____

Portfolio Number: _____

Rank _____ Score _____

G.P.A.	Technical Exam	Portfolio	Silver Gelatin B&W			Digital Print Color			Contact Sheets			Subtotal
			F1	F2	F3	F1	F2	F3	F1	F2	F3	
		Technical	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	
		Aesthetics	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	
	Score:	Craft	1 2	1 2	1 2	1 2	1 2	1 2	1 2	1 2	1 2	

Scoring Key

Technical / Aesthetics

5 Excellent

4 Good

3 Average

2 Needs Improvement

1 Fail

Craft

2 Acceptable

1 Not Acceptable

Scoring Descriptions

Technical: Does the student consistently exhibit the appropriate level of technical ability based on prerequisite courses to properly execute a photographic print in both analog and digital processes.

Aesthetics: Does the student consistently exhibit an understanding of form and other theoretical considerations covered in the prerequisite courses in order to create a dynamic photograph that accurately captures the subject in its context.

Craft: Has the student taken care to present work as instructed with a high level of attention to detail. Has the student taken care to follow all directions in the application process.