




CALIFORNIA  
STATE  
UNIVERSITY,  
FRESNO

## MEMORANDUM

February 6, 2009

**To:** Dr. Michael Botwin  
Chair, Academic Senate

**From:** Dr. James S. Kus   
Chair, University Budget Committee

**Re:** **Proposed Department Status for Recreation Administration and Leisure Studies**

At its meeting on February 4, 2009, the University Budget Committee reviewed the proposal to grant departmental status to the Recreation Administration and Leisure Studies Program. In connection with our review, we received a memo from Provost Echeverria to you, dated April 21, 2008, regarding the proposed change, and a memo from Dean Cuellar to me, dated February 4, 2009, regarding the budgetary impact of the request for departmental status (copies of both memos attached). Much of our discussion of this proposal focused on the minimum number of faculty required for departmental status. The committee reviewed the requirements as set forth in APM 113 (Policy on Academic Organization and Governance) and determined that the current program does meet the minimum requirements as set forth in the policy manual. Therefore, after much debate, it was

MSC to waive a second reading (with one vote opposed), and it was further

MSC that the University Budget Committee finds that there are no negative budgetary implications related to the implementation of the proposed change in status of the Recreation Administration and Leisure Studies Program.

However, the Committee requests that this program be subject to Budget Committee review during the second year of the department in order to monitor the status of the department's budget.

Please do not hesitate to contact me if you have any questions regarding our review of this matter.

cc: B. Cuellar  
J. Hironaka-Juteau

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THE CALIFORNIA STATE UNIVERSITY




CALIFORNIA  
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FRESNO

**MEMORANDUM**

February 4, 2009

**TO:** Dr. James Kus, Chair  
University Budget Committee

**FROM:** Benjamin Cuellar, Dean   
College of Health and Human Services

**SUBJECT:** Budgetary Impact of Request for Department Status

I am writing to provide my support and approval for the Recreation Administration and Leisure Studies Program's request for a change in designation from program to department status.

I have reviewed the program's request and can confirm that the designation change would not have a budgetary impact on the program or college. The program has carefully reviewed how the designation would affect their budget, and I concur with them that the FTES, budget, curriculum and the number of faculty and staff will not be affected by the change in designation.

I fully support the program's request to be designated as a department.

BC:ss\

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and Human Services  
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CALIFORNIA  
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## MEMORANDUM

DATE: April 21, 2008

TO: Michael Botwin, Chair  
Academic Senate

FROM: Jeri Echeverria *Jeri Echeverria*  
Provost and Vice President for Academic Affairs

SUBJECT: Proposed Department Status Change for  
Recreation Administration and Leisure Studies



Enclosed please find the memo dated April 11, 2008 from Dean Benjamin Cuellar, College of Health and Human Services, requesting a status change from a program to a department for Recreation Administration and Leisure Studies. I am pleased to forward the request with my recommended approval.

As outlined in the *Academic Policy Manual* (APM 113, section IV, item E) *Procedures for Organizational Changes in Colleges/Schools, Divisions and Departments and Programs* I am forwarding this request to the Academic Senate.

I look forward to having this item on the Executive Committee agenda in the near future.

JE:nlp

c: ✓ Benjamin Cuellar, Dean, College of Health and Human Services  
Andrew Hoff, Associate Dean, College of Health and Human Services

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and Vice President  
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THE CALIFORNIA STATE UNIVERSITY



April 11, 2008

CALIFORNIA STATE UNIVERSITY, FRESNO MEMORANDUM

To: Jeri Echeverria, Provost and Vice-President for Academic Affairs
From: Benjamin Cuellar, Dean, College of Health and Human Services
Subject: Department Status for Recreation Administration

Dr. Jody Hironaka-Juteau, Coordinator of the Recreation Administration and Leisure Studies Program has forwarded, on behalf of the faculty, a request (attached) to be established as a department under the provisions of APM 113. I am supportive of their request.

As noted in the request, the program was established on campus in 1959 and will celebrate their 50th anniversary during the 2009-2010 academic year. Faculty and students in the program have long championed the importance of professionally managed leisure service companies, governmental agencies and non-profit organizations that serve people of all backgrounds, social class and ethnicities.

As a nationally accredited academic program, the program has met a prescribed set of standards in areas including curricular content, faculty standards, community engagement and outcomes assessment. Over time, the program has grown and diversified to meet new challenges and opportunities. The latest academic area in Sports and Entertainment Facility Management was developed in response to the completion of the Save Mart Center and the home field of the Fresno Grizzlies baseball team.

The faculty has continued to enhance a strong teaching and learning relationship with students to the point that they demonstrate one of the strongest faculty/student bonds evident in the college. As an example of the level of teaching excellence within the program, one must look no further than the recent awarding of the Provost's Award for Teaching to Dr. L. Jay Fine, a professor in the program.

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April 11, 2008  
Dr. Echeverria  
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Administration have continued a tradition of contributing to the college and campus in a number of ways. Dr. Jody Hironaka-Jutueau has taken a leadership role in bringing new expertise through her training with the National Coalition Building Institute. During the 2008-09 academic year, Dr. Nancy Nisbett will chair the Presidents' Committee on Disabilities. Dr. L. Jay Fine, in addition to his recognition as an outstanding educator, served as a CETL Fellow during the current academic year while Dr. Michael Mahoney serves in the Academic Senate. Each of these faculty members serves on many other campus and college committees and working groups.

From a resource perspective, the college counts the program among those that operate at a high level of efficiency while serving the needs of students and supporting the expectations of employers in the region. I would not anticipate any financial burden from this change in status.

I am pleased to offer my unconditional support to the request by the faculty in the Recreation Administration and Leisure Studies Program to be designate as a department with the College of Health and Human Services.

BC:ah\chhrs\rs\departmentstatusrequest408.doc

C: Jody Hironaka Jutueau

Attachment