MEMORANDUM

DATE: November 21, 2014

To: Budget and Long Range Planning Committee
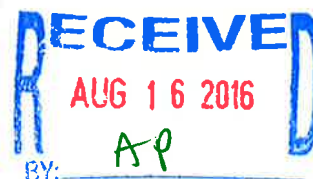
From: Bill Ward
             Interim Dean, Instructional Information Technology Services/CIO

Subject: IITS Comments for Bachelor of Arts with a Major in Philosophy

Thank you for the opportunity to provide additional comments for the Bachelor of Arts with a Major in Philosophy. As this description is written, the Option in Philosophy and Digital Humanities (PDH) states that there will be a need for academic technology support and the use of existing audio/video checkout equipment. Since the headcount for this degree program is relatively small, IITS can absorb their requirements but there are a few comments that need to be made to ensure the program understands the effort required for successful academic technology support.

To effectively support any proposal that includes new courses and possibly new faculty we have the following guidelines.

- Any new course must comply with the CSU Accessibility Technology Initiative (ATI) guidelines for instructional materials: "New courses and new course content, including instructional materials and instructional websites, will be designed and authored in a manner that incorporates accessibility." An instructional developer will meet with the faculty member designing the new course to review specific accessibility guidelines and ensure that the course content is in compliance with the ATI. Typical issues include captioning multimedia, adding image tags to PowerPoint, using styles in Word, and naming links appropriately in the LMS or website. Analyzing the instructional materials and training how to make these items accessible could take a minimum of 3 hours of instructional development time.
- New faculty members are usually not familiar with our Learning Management System (LMS) or the multimedia options we offer. Therefore, they are highly encourage to attend workshops or request an orientation by contacting ids@csusm.edu to become familiar with all of the options that Academic Technology Services has available to support their teaching. This training can range from 1 hour to 20 plus hours depending on the interactive content, media integration and whether the course is flipped, hybrid, or fully online.
- There is no mention of online courses but if there is any future plans to do so it should be noted that they are labor-intensive to develop. The Instructional Developer team provides one-on-one and professional development opportunities to prepare faculty to develop quality online courses. It is suggested that faculty teaching online meet with the Instructional Developer team one semester in advance of teaching the course.
- At this time IITS support is Monday through Friday, 8 am to 5 pm. Funds need to be identified for additional support for programs with support needs outside of this schedule.

Date: December 3, 2014

To: Dr. Michael McDuffie

From: Dr. Jennifer Fabbi
                 Dean, Library

Subject: Library Review of the Proposal for Bachelor of Arts in Philosophy

Thank you for the opportunity to respond to the proposal for a Bachelors degree in Philosophy. The following information reviews the current capacity and describes needs of the CSUSM Library to support this program. Judith A. Downie, Humanities Librarian and Government Documents Coordinator, has reviewed the program proposal in consultation with Allison Carr, Social Sciences Librarian.

Of note for this report are the two options for this program: Ethics, Law and Society (ELS) and Philosophy and Digital Humanities (PDH). These are both interdisciplinary studies options that use a broad set of resources, so much of the Library's collections will be applicable to support these studies. In the following sections, the most relevant resources are discussed.

Collections
Collections relevant to the proposed program are in the CSUSM Kellogg Library in a variety of formats. The library is increasing its holdings in electronic formats, enabling users increased 'any time, any where' access. All materials are discoverable through the California State University San Marcos Library webpage (http://biblio.csusm.edu). CSUSM has no branch or satellite libraries on or off campus.

The Library currently has monographs, journals, and media to support undergraduate research in Philosophy. The Federal and California State government document depositories at CSUSM are relevant to the ELS option and are primarily available electronically. Relevant materials available through the library include:

- *Philosopher's Index* with indexing to over 1600 journals as well as books and more covering internationally-sourced materials from the 20th and 21st century. Full text access is provided through crosslinking software and interlibrary loan.
- *JSTOR* with 120+ journals in philosophy, 70+ in legal studies, and more in relevant fields with a focus on materials from the 19th century to current.

- *Project Muse* 15 journals in full text, with indexing to 14 more.
- *SpringerLink* contains 80+ journals in philosophy and 50+ in law.
- *Academic Search Premier* indexes 360+ journals on philosophy, 111 journals in ethics, and 35+ journals in law.
- *Wiley Online Library* with 40+ e-books and journals in the area of philosophy and 30+ in law.
- *Lexis Nexis Academic* for legislation, court cases and law reviews (for the ELS option.)
- *Kanopy Video Library* for video materials on philosophy, law and ethics
- Library monograph collection (print and e-book) of 3600+ titles in philosophy, 900+ on ethics, 6000+ on history, law and government policy.

Our monograph collection is augmented by access to the print collections of the participating Circuit libraries. Books are typically delivered to CSUSM within a few working days from SDSU, UCSD, USD, SD County Library, and SD Public Library. Faculty are also encouraged to put copies of required textbooks and supplemental readings on reserve at the Library to make them accessible for students who may not be able to purchase them.

Additional Needed Collections
With the growth of the Philosophy minor to a major, one area that will likely be impacted is our media collection. Institutional rates for DVDs typically cost several hundred dollars per title. Films are in heavy use by philosophy and other interdisciplinary faculty to support student learning and research. Rather than purchasing limited individual titles, a subscription to a streaming collection such as *Films on Demand* would provide access to thousands of full-length films in a range of subject areas. New subscriptions for any program are possible only if a sufficient ongoing commitment of collection funds, including inflation rates, is made available.

We strongly recommend the following resources be added in order to provide a richer educational experience and to maintain excellence in the research activities of faculty and students. A notable addition to the databases bulleted above and essential to the ELS program is noted below. (*Proquest Congressional* would also be used by History, Criminology, and other social sciences researchers and be a <u>restoration</u> of previous subscription.)

Core Resources	Notes	Cost
Monographs (print or electronic)	Titles related to curricular themes	$1,000 annually
Media (individual titles or streaming collection)	The Library will acquire digital access when at all possible.	$3,000 annually
Proquest Congressional (used to be Lexis Nexis Congressional)	Identified by Downie and Carr as essential	$6,300 annually

At this time, the Philosophy and Digital Humanities option (PDH) may challenge the Library's collection, as this is a new field of study with many possible emphases for a variety of career paths. As the major develops, the subject librarian, in partnership with the faculty, will identify additional needed resources; however, at this time, resources from the various disciplines are sufficient.

Faculty may, at any time, contact Humanities Librarian Judith Downie regarding suggestions for additions to the collection. In addition, periodic collection assessments and analysis of library collections as part of the program review cycles provide the subject bibliographers with additional tools to identify collection needs.

Instruction
As library faculty liaison to Philosophy, Judith Downie will be the primary librarian working with the PHIL and HIST classes listed in the proposal. Allison Carr, Social Sciences Librarian, will be the primary contact for the PSCI and SOC classes. Given the interdisciplinary nature of this major, it is likely that students will conduct research in a variety of additional subject areas, e.g., business and nursing, thereby impacting other subject librarians. Librarian-led instruction facilitates hands-on application of information literacy skills and critical thinking, developing students' abilities to identify, find, evaluate, and cite appropriate research. Library faculty also work closely with students to provide in-depth, individualized research consultation both in person and online.

Basic information about the library's collections and services follows in the table below.

Library holdings	http://biblio.csusm.edu/external/about-the-library/collection-overview
Circulation	http://biblio.csusm.edu/external/policies/books-%2526-media-borrowing-policies
Inter-library loan services	http://biblio.csusm.edu/interlibrary-loan-borrowing-policies
Reference/Research help	https://biblio.csusm.edu/research-assistance
Information Literacy Program	http://biblio.csusm.edu/about/departments/337/info
E-thesis, project, and dissertation submission	http://biblio.csusm.edu/guides/subject-guide/193-CSUSM-ETD-Submission-Guide/

The Library looks forward to continued collaboration with those working on the proposed Philosophy major and is happy to provide further information as needed. It is essential that the proposers continue discussions with the Library as the program is processed to ensure that students and faculty have sufficient information resources at the inception of the program.

cc: Allison Carr
        Judith Downie
        Jessica Mayock
        Adam Shapiro