March 31, 1980

MEMO TO:  Department Chairs
FROM:    Gail Fullerton
President
SUBJECT: Faculty Development Questionnaire
         Sub-task Force on Faculty Development
         University Task Force on Student Recruitment
         and Retention

In order for San Jose State University to improve the recruitment and retention of students, an increasingly important goal in these austere times, we need information about what various departments on campus are doing in this area. Moreover, we need to get a better picture both of what our student body is and what it is perceived to be. Based on your input, we will suggest some recommendations to the University Task Force on Student Recruitment and Retention.

Please complete the enclosed questionnaire by no later than April 15, and return to this office, TH 206.

Your cooperation in this project would be greatly appreciated.

GF:er
Enclosure
INSTRUCTIONS TO ACADEMIC DEPARTMENT CHAIRS:

Please complete this questionnaire by checking the correct response(s), and providing explanations where applicable. Return to the University President's Office, TH 206, by no later than April 15, 1980.

Thank you for your cooperation. Please attach additional pages, if necessary.

SECTION I

1) How do students receive information about your department? (Check all that apply.)
   a. Campus Catalog
   b. Leaflets
   c. Recruitment Meetings
   d. From other students
   e. Other (Please explain.)

2) What extra-curricular activities or mechanisms does your department make use of to promote interaction among students and between students and faculty? (Check all that apply.)
   a. Social Gatherings
   b. Student Groups/Clubs
   c. Publications
   d. Other (Please explain.)

3) How does your department contribute to the university's recruitment effort in high schools and community colleges? (Check all that apply.)
   a. Presentations
   b. Participation with Advisory Groups
   c. Other (Please explain.)

SECTION II

1) Has your department implemented some innovative, creative approaches to teaching and student-faculty interaction?
   a. Yes
   b. No

If Yes, Please explain:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
2) Does your department employ any part-time instructors?
   a. Yes     What percentage? _____
   b. No

3) Does your department have a sub-committee or an identifiable group responsible for faculty development?
   a. Yes
   b. No

   If yes, please explain their function: ______________________________

   If no, please explain the reasons why: ______________________________

4) Does your department have a program for orienting new faculty on policies and procedures of SJSU?
   a. Yes
   b. No

   If yes, please explain the process: ______________________________

5) Are there any faculty members in your department who have singularly demonstrated exceptionally creative and innovative approaches in their teaching techniques?
   a. Yes
   b. No

   If yes, please describe these techniques: ______________________________

SECTION III  1) What proportion of students in the University do you think work part-time or full-time?
   a. 10%    f. 60%
   b. 20%    g. 70%
   c. 30%    h. 80%
   d. 40%    i. 90%
   e. 50%    j. 100%
2) What percentages of students at SJSU do you think are
   a. Chicano? _______
   b. Black? _______
   c. Asian? _______

3) What do you believe the average income of the families of
   SJSU students is for one year?
   ___ a. Under $10,000
   ___ b. $10,000 - $14,999
   ___ c. $15,000 - $20,000
   ___ d. Over $20,000

4) Have you seen a decline or an improvement in reading skills over
   the past five years?
   ___ a. Improvement
   ___ b. Decline

5) Have you seen a decline or an improvement in writing skills over
   the past five years?
   ___ a. Improvement
   ___ b. Decline

6) If you indicated a decline on either question 4 or 5, to what do you
   mainly attribute this condition? __________________________

   __________________________
   __________________________
   __________________________

SECTION IV  1) Does your department utilize any special support services available to
students on the SJSU campus?
   ___ a. Yes
   ___ b. No

   If yes, please identify: __________________________
   __________________________
   __________________________

   If yes, how extensively are these services used, and how frequently?