

**Concluding Action Memorandum  
7<sup>th</sup> Cycle Program Review  
San Francisco State University**

**Department of Political Science**

**College of Liberal & Creative Arts**

**Fall 2020**

This memorandum is based upon the Academic Program Review Committee (APRC) process, grounded in the following source materials:

1. Department of Political Science Revised Self Study, July 2018
2. Department of Political Science Self Study Update Memo, October 2019
3. Report of the External Review Report, November 2019
4. Department response to the External Review Report, December 2019
5. College Dean response to documents, December 2019
6. Responses to APRC questions, September 2020

These responses were used to construct an integrated review of the program's strengths, accomplishments, challenges and plans for future action.

**Provost's Statement**

The program review process should serve as a basis for strategic planning, including curricular changes, development of new courses, hiring plans, resource requests, and space allocation. Future proposals that affect any of these aspects of the program/department should refer to program review documents, including this concluding action memo.

**Commendations**

The APRC commends the Department of Political Science for:

1. Impressive faculty scholarship and productivity comparable to many UCs and other R1 institutions, despite a high teaching load.
2. Faculty commitment to excellence in teaching, mentoring, and student success.
3. Increased advising with roadmaps and student orientations to guide students.
4. Providing timely strategies to address needs of students who would benefit from additional support to succeed in the programs. Quick implementation of multi-pronged strategies to address high DFW rates, including curricular changes, pedagogical training for instructors, and more student support is recognized.
5. Revision of the major curriculum to enhance student learning outcomes.

6. Excellence in offering comprehensive coursework in political theory, research design, and comparative analysis, as well as vibrant high impact teaching practices including internships, Moot Court, and Pre-Law track.
7. Providing specific actions to increase enrollment, such as adding additional course sections to reduce bottlenecks, exploring the avenues for increasing enrollment in the graduate program, and working with the college to explore alternative course delivery modes.

### Recommendations

Based on the outcome of the program review, the Department of Political Science is advised to take the following actions:

1. Develop an evaluation plan to assess the curricular changes and student success, including program learning outcomes, graduation rates, and retention rates.
2. Continue to assess the strategies implemented in 2020 to reduce high DFW rates, including the effectiveness of formal assessment strategies and reviewing modalities of instruction delivery.
3. Continue to work with Academic Technology to support faculty and student success in online teaching and learning.
4. Continue to work with University Advancement and Alumni Relations to create sustainable external funding to support the students and faculty involvement in Moot Court. Investigate ways to expand student access to – and involvement in – Moot Court.

### CAM Follow-up Report

Two years after the CAM signing, the program submits a follow-up report to APRC outlining the steps taken to implement the CAM provisions. Subsequent follow-up reports can be requested by APRC.

### Authorization

We hereby approve this concluding action memorandum:

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*Jennifer Summit*  
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Jennifer Summit, University Provost  
and Vice President for Academic Affairs

12/21/2020 | 5:12 PM PST

Date

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Lori Beth Way, Dean  
Division of Undergraduate Education and Academic Planning

12/23/2020 | 8:58 PM PST

Date

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*Sophie Clavier*

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Sophie Clavier, Dean  
Graduate Studies

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Date

DocuSigned by:

*Andrew Harris*

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Andrew Harris, Dean  
College of Liberal and Creative Arts

12/24/2020 | 5:30 PM PST

Date

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*Nicole Watts*

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Nicole Watts, Chair  
Department of Political Science

12/24/2020 | 8:28 PM PST

Date

DocuSigned by:

*Susan Roe*

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Susan Roe, Chair  
Academic Program Review Committee

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 sclavier@sfsu.edu  
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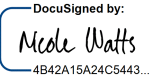
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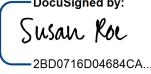
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Enabled Security Settings:	<ul style="list-style-type: none"><li>• Allow per session cookies</li></ul>



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