

**Concluding Action Memorandum
7th Cycle Program Review
San Francisco State University**

**Department of Asian American Studies
College of Ethnic Studies**

Spring 2019

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

1. Department of Asian American Studies Self Study, July 2018
2. Report of the External Review Report, October 2018
3. Department response to the External Review Report, November 2018
4. College Dean response to documents, December 2018
5. Responses to APRC questions, March 2019

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 Asian American Studies for:

1. Creating and sustaining curricular offerings that support strong enrollments across a wide range of course offerings;
2. Developing a program with clear Program Learning Outcomes that serves students at the undergraduate and graduate levels;
3. Making significant contributions to the discipline by having a faculty who formulate theories, use liberatory pedagogical practices, and advocate for the community;
4. Providing holistic supports to its students;
5. Facilitating a decrease in time to graduation for AAS majors in recent years.

Recommendations

Based on the outcome of the program review, the Department of Asian American Studies is advised to take the following actions:

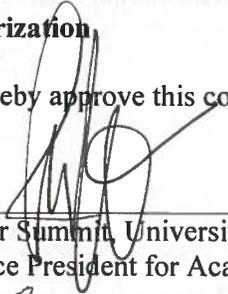
1. Develop an assessment mechanism for the integrity and quality of online courses, especially given the challenges of engaging students in difficult dialogues about race and oppression, to ensure that the online educational experience is comparable to the face-to-face experience.
2. Implement approaches to conduct a broader and more systematic assessment of Program Learning Outcomes, including a review of student work and an exit survey for students graduating from bachelor's and master's programs.
3. Develop a faculty hiring plan taking into consideration the recommendations by the Dean and the external reviewers for hires with specializations in Queer studies, disabilities studies, and/or mental health.
4. While APRC commends the intent of the non-academic support provided to students (see commendation number 4), the department needs to find ways to address faculty over-extension from providing its students with social, emotional, and financial support. We wholeheartedly agree with the Dean's statement that "faculty are taking up work in areas in which they are neither trained nor compensated." The department needs to develop different ways to support students that will neither overburden faculty nor compromise professional boundaries.

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

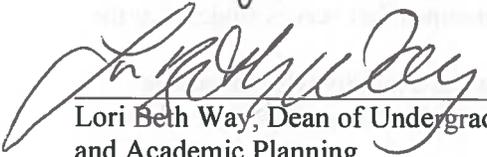
We hereby approve this concluding action memorandum:



Jennifer Summit, University Provost
and Vice President for Academic Affairs

12/11/19

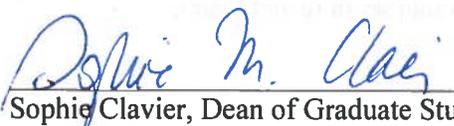
Date



Lori Beth Way, Dean of Undergraduate Education
and Academic Planning

12/11/19

Date



Sophie Clavier, Dean of Graduate Studies

12/11/19

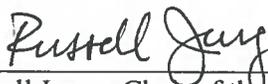
Date



Amy Sueyoshi, Dean of the College of Ethnic Studies

12/11/19

Date



Russell Jeung, Chair of the Department of
Asian American Studies

12/11/19

Date



Megumi Kuse, Chair
Academic Program Review Committee

12/11/19

Date

