

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

Latina/Latino Studies

College of Ethnic Studies

Spring 2018

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

1. Department Self-Study, *August 2017*
2. Report of the External Review Report, *October 2017*
3. Department response to the External Review Report, *January 2018*
4. College Dean response to documents, *February 2018*
5. Responses to APRC questions, *February 2018*

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 Latina/Latino Studies for:

1. The strong CSL component integrated through the curriculum and the high graduation rates of its majors and minors
2. The use of three core practices of teaching effectiveness, especially in relation to Latin@ students and students of color: relationships, relevance, and responsibility.
3. Easing the pathway for transfer students and its collaboration with City College of San Francisco.
4. The breadth, depth, and sequencing of the curriculum offered which is highly appreciated by students and alumni.
5. The internationally-respected, community-engaged faculty of Latina/Latino Studies.
6. Fostering a sense of community in their classes and the feeling of "home" for students.

Recommendations

Based on the outcome of the program review, the Department of Latina/Latino Studies is advised to take the following actions:

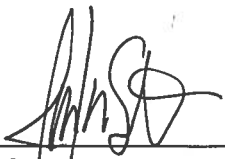
1. Engage in a strategic planning process focused on curriculum development and faculty assignments to balance between concerns for student curricular demands with equity in faculty workload.
2. Continue to work with the Dean to hire faculty as prioritized by the Department.
3. Continue to work with the Dean to hire office staff as prioritized by the Department.
4. Continue to pursue ways to balance needs of the majors and contributions to General Education, to address bottlenecks to the major and reduce current student/faculty ratios overall.
5. Identify and pursue funding opportunities to generate revenues like those identified in the External Review Report, including working with the College's Development Officer; seeking grants available to Hispanic Serving Institutions; and identifying existing campus resources to fund departmental activities.

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.

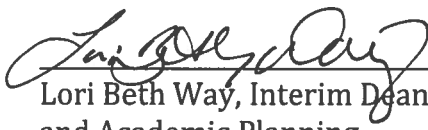
Authorization

We hereby approve this concluding action memorandum:




Jennifer Summit, University Provost
and Vice President for Academic Affairs

5/23/18
Date




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

5/23/18
Date



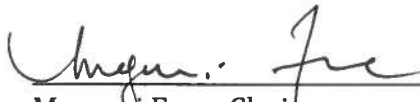
Amy Sueyoshi, Interim Dean
College of Ethnic Studies

5/23/2018
Date



Katynka Martinez
Department of Latina/Latino Studies

5/23/18
Date



Megumi Fuse, Chair
Academic Program Review Committee

5/23/18
Date