

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

***Criminal Justice Studies and Urban Studies and Planning
School of Public Affairs and Civic Engagement***

College of Health and Social Sciences

Spring 2018

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

1. Criminal Justice Studies and Urban Studies and Planning Self-Study, *June 2017* as revised *August 2017*
2. Report of the External Review Report, *December 2017*
3. Department response to the External Review Report, *February 2018*
4. 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 Public Affairs and Civic Engagement (items 1-2), Criminal Justice Studies (items 3-4), and Urban Studies and Planning School (item 5), for:

1. Meeting the challenges of integrating different programs into a school wide structure through effective leadership and faculty collaborations.
2. Initiating "mentoring lunches" to facilitate peer faculty mentoring.
3. Delivering a CJS curriculum with a multidisciplinary approach to encourage students to explore a variety of perspectives.
4. Thoughtfully revising the CJS curriculum and integrating the new PACE courses into the CJS curriculum.
5. Integration of high impact practices through two USP capstone culminating experiences and the practicum to increase student success.

Recommendations

Based on the outcome of the program review, Criminal Justice Studies and Urban Studies and Planning, School of Public Affairs and Civic Engagement is advised to take the following actions:

1. Review and revise the learning outcomes at the School level to ensure they are reflective of what is taught in the programs and validate that learning goals are well aligned between the programs and the school.
2. Continue to develop a strong PACE-wide intellectual culture by developing ways to encourage faculty collaboration. Some ideas could include regular school colloquia to enable faculty to share research or encourage faculty to engage in research with colleagues from other areas.
3. Develop a strategic staffing plan and create a proposal that supports any staffing requests for student advising across PACE, general administration, faculty and any other needed areas.

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.

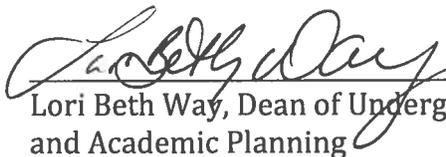
Authorization

We hereby approve this concluding action memorandum:



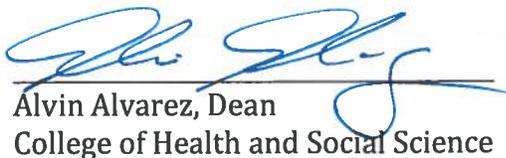
Jennifer Summit, University Provost
and Vice President for Academic Affairs

12/20/18
Date



Lori Beth Way, Dean of Undergraduate Education
and Academic Planning

12/20/18
Date



Alvin Alvarez, Dean
College of Health and Social Science

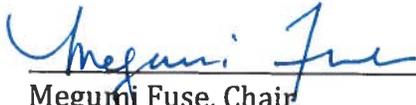
12/22/18
Date



Elizabeth Brown, Director
School of Public Affairs and Civic Engagement

12.20.18

Date



Megumi Fuse, Chair
Academic Program Review Committee

12.20.18

Date

