

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

Department of Psychology

College of Science and Engineering

Fall 2020

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

1. Department of Psychology self-study, September 2019
2. External reviewers' report, November 2019
3. Department response to the external reviewers' report, November 2019
4. Dean's memo, January 2020
5. Responses to APRC questions, June 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 Psychology for:

1. Maintaining high quality graduate and undergraduate programs, with strong connections between the two, as evidenced by:
 - a. The best graduation rate for undergraduate majors in COSE, achieved through investing in curriculum and reducing bottlenecks;
 - b. Comprehensive BA curriculum, with strong interactions between undergraduate and graduate students, alumni lecturers, and T/TT faculty in teaching and research;
 - c. Opportunities for graduate and undergraduate students to engage in research activities and co-author publications.

2. Producing prolific in scholarly research and publications and otherwise actively engaged in the discipline. Many faculty secure external grants, regularly co-author with students, and frequently publish in top journals in the field.
3. Quickly acting on the five main recommendations from the external reviewers by assigning each recommendation to a different departmental committee, involving all T/TT faculty.

Recommendations

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

1. Work collectively to review and improve processes to reduce "siloeing", ensure resources are allocated equitably across programs, and reduce workload discrepancies among faculty in different programs. For example:
 - a. Revise class scheduling process to be more equitable and transparent for faculty while balancing needs of graduate and undergraduate students.;
 - b. Revisit programmatic goals and priorities in light of departmental constraints and make strategic adjustments to balance priorities.
2. Develop strategies to broaden undergraduate student access to faculty research, graduate level curricula, and other graduate level departmental offerings in all concentrations in order to further enhance the undergraduate educational experience.
3. Provide systematic, evidenced-based assessment about the sustainability of all graduate concentrations.
4. Develop and administer direct assessment tools to evaluate program learning outcomes, especially in regards to writing.
5. Formalize systems in addition to mentoring for assessing and addressing issues of diversity and inclusion among all faculty.

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:

DocuSigned by:
Jennifer Summit
3FCE6103B0B340B...
02/28/2021 | 6:52 PM PST
Date
Jennifer Summit, University Provost
and Vice President for Academic Affairs

DocuSigned by:
Lori Beth Way
69380EB35BDB4D7...
03/01/2021 | 8:30 AM PST
Date
Lori Beth Way, Dean
Division of Undergraduate Education and Academic Planning

DocuSigned by:
Sophie Clavier
92F441521E26485...
03/01/2021 | 2:23 PM PST
Date
Sophie Clavier, Dean
Graduate Studies

DocuSigned by:
Carmen Domingo
R3A09FB5917A4A6
03/01/2021 | 2:26 PM PST
Date
Carmen Domingo, Dean
College of Science and Engineering

DocuSigned by:
Christian Wright
0A90EF245597496...
03/01/2021 | 3:49 PM PST
Date
Christian Wright, Chair
Department of Psychology

DocuSigned by:
Susan Roe
2BD0716D04684CA...
03/03/2021 | 12:56 PM PST
Date
Susan Roe, Chair
Academic Program Review Committee