ACTION PLAN FROM PROGRAM REVIEW AND PLANNING
San José State University
College of Applied Sciences and Arts
Department of Justice Studies
September 6, 2016

1. Continue to implement the department’s vision and identity, fostering a collaborative culture across permanent and temporary faculty.

2. In consultation with the College of Applied Sciences and Arts Dean, develop a department strategic plan that encompasses the following:
   o Conducting a SWOT analysis to help define strengths, weaknesses, opportunities, and challenges. Emphasize student success and improvement of student graduation rates in particular for URM students. Graduation rates should show improvement by the next program planning cycle.
   o Developing a process for degree completion for people who leave the program early for employment.
   o Developing a long-term plan for future faculty hires.
   o Hiring of additional staff members in response to the growth of the department.
   o Identifying space for faculty in the new Health Building.
   o Developing a process for advising students that encompasses use of the CASA advising center.

3. Work with AVP Anagnos to fix the degree audit process for your degree programs as well as the possibility of developing 4+1/3+2 degree programs. This should be completed by May 1, 2017.

4. Work with the College of Applied Sciences and Arts Dean to address the following immediate needs that are impacting student success:
   o Efforts should be made to improve graduation rates and approach college and university norms by the next review cycle. Consider using the CSU Dashboard (https://csudata.calstate.edu:8881/csu-beta-dashboard/public/faculty-dashboard) as well as consultation with Scott Heil in the Office of Institutional Effectiveness & Analytics to identify specific areas of concern and potential solution strategies.
   o Review the core for BS Forensic Science to better define courses needed for students.
   o Work with the College of Applied Sciences and Arts Assessment Facilitator, Emily Wughalter, to ensure that PLOs for all programs are clearly assessable, with specific plans and criteria in place to evaluate student achievement at different levels. The updated PLOs should be completed and posted by December 2016.

5. Next program review cycle, Fall 2021

   By signing below, we agree to the action plan outlined above.

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James Lee, Chair Department of Justice Studies

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Mary C. Schutten, Dean, College of Applied Sciences and Arts

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Carl Kemnitz, Deputy Provost, Academic Affairs