ACTION PLAN FROM PROGRAM REVIEW AND PLANNING
San Jose State University
College of Sciences
Department of Biology
January 12, 2015

a. Work with College Dean to develop funds to assist with the cleaning, reorganization, and renovation of teaching and research laboratory spaces to maximize their usage.
b. Develop a plan to improve efforts in degree programs by looking at hiring bridge faculty T/TT to support interdisciplinary coursework and emerging research areas as well as revise the undergraduate and graduate curriculum to increase student access to independent research projects through course credit.
c. Develop a plan for faculty development to include updating the departmental RTP guidelines to match university guidelines and continue efforts of address workload issues resulting from increased student mentorship in research projects.
d. Work with Graduate and Undergraduate Programs regarding transfer credit posting, course prerequisites, and identifying student success data to support retention.
e. Work with IES to clarify the admissions and scheduling processes (space use) for MBT and CLS programs to be more effective. Develop a plan to streamline the process to decrease impediments. Consult with the AVP of Graduate and Undergraduate Programs if necessary.
f. Submit the GE Program five year review no later than April 1, 2015. Work with the assessment coordinator, Melinda Jackson, as necessary.
g. Next Program review will be due Spring 2020

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

Jeffrey Honda, Chair of Biology

Michael Parrish, Dean- College of Sciences

Andy Feinstein, Provost and VP Academic Affairs