ACTION PLAN FROM PROGRAM REVIEW AND PLANNING
San José State University
College of Science
Department of Meteorology and Climate Science
October 30, 2018

1. Continue working with Dean's office and University Personnel regarding hiring of a technician following a failed search with a successful international candidate. The department was asked to investigate with University Personnel the process for hiring international candidates for staff positions and report to the Provost. The University is committed to helping the department secure appropriate technical support.

2. Chair will provide to the Provost and Deputy Provost the previously submitted proposal for financial resources to address the ADA compliance issues and renovation regarding 8th floor access. The Provost in conjunction with the College will work with FD&O to complete a feasibility study.

3. Ensure department is involved in the space planning discussions for the Duncan Hall renovation and the new Interdisciplinary Science Building. Work with the college to develop an interim solution by Spring 2020 to locate faculty offices in a more consolidated arrangement and a long term solution as building renovations are completed.

4. Review minors for relevance and sustainability. If sustainable, develop plan to recruit students into the programs for example by collaborating with undergraduate programs that would benefit by engaging their students in one of the minors. If not sustainable, work towards discontinuing them.

5. Follow up with applicants regarding why they did not enroll at SJSU to inform recruitment activities.

6. Explore development of a module for lower division general education courses, such as SCI 2 to inform students about careers in meteorology and climate science.

7. Work with the Office of Graduate and Undergraduate programs to change subject title to meteorology and climate sciences in schedule of classes, introduce a prefix specific to climate science courses, and propose additional keywords for the Chancellor Office Database search.

8. Work with Office of Graduate and Undergraduate Programs to research HEGIS codes and viability of elevating Climate Science Concentration.

9. Explore developing a marketing and recruitment plan. Meet with campus outreach team to discuss strategies to obtain more visibility.

10. The department programs are EO 1071 compliant

11. Next Program Review will begin Fall 2025.

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