

*The Program Review process should serve as a mechanism for the assessment of performance that recognizes and acknowledges good performance and academic excellence, improves the quality of instruction and services, updates programs and services, and fosters self-renewal and self-study. Further, it should provide for the identification of weak performance and assist programs in achieving needed improvement. Finally, program review should be seen as a component of campus planning that will not only lead to better utilization of existing resources, but also lead to increased quality of instruction and service. A major function of program review should be to monitor and pursue the congruence between the goals and priorities of the college and the actual practices in the program or service.*

~Academic Senate for California Community Colleges

## **INSTRUCTIONS**

This *Annual Update for Program Review and Planning* is due each year that your *Comprehensive Program Review and Planning* report is not due.

(For information about program review cycles, see Instructional and Student Services program review rotation schedules posted online in their respective sections of the program review webpage: [http://collegeofsanmateo.edu/prie/program\\_review/program\\_review.php](http://collegeofsanmateo.edu/prie/program_review/program_review.php))

### **Resources for Supporting Documentation:**

A listing of resources and documents which provide data or information for each section is included at the end of this document, after the final signature page. These resources are posted online and their URLs are listed at the end of this document.

(You may delete this section, when you submit your final program review.)

### **Next Steps:**

All *Annual and Comprehensive Program Review and Planning* reports are due March 25, 2012. This date is aligned with CSM's *Integrated Planning Calendar*.  
(See: <http://collegeofsanmateo.edu/prie/planning.asp>)

Upon its completion, please email this *Program Review and Planning* report to the Vice President of Instruction, the Vice President of Student Services, the appropriate division dean, the CSM Academic Senate President, and the Dean of Planning, Research, and Institutional Effectiveness (PRIE).

James Carranza, Academic Senate President, [carranza@smccd.edu](mailto:carranza@smccd.edu)  
Susan Estes, Vice President of Instruction, [estes@smccd.edu](mailto:estes@smccd.edu)  
Jennifer Hughes, Vice President of Student Services, [hughesj@smccd.edu](mailto:hughesj@smccd.edu)  
John Sewart, Dean (PRIE), [sewart@smccd.edu](mailto:sewart@smccd.edu)

**DEPARTMENT OR PROGRAM:**

**DIVISION:** Creative Arts/Social Science/Ethnic Studies

**1. BRIEF DESCRIPTION OF PROGRAM:**

**The multicultural emphasis of College of San Mateo's Ethnic Studies Program has attracted many persons currently employed in public school systems, social services, and human relations, as well as professionals whose jobs involve interpersonal situations with multiracial groups.**

**Students who transfer and complete and a bachelor's degree in Ethnic Studies can pursue careers in the arts, business, city planning, creative writing, education at all levels, international relations, journalism, law, medicine, politics, psychology, public health, research, and social work. In addition, Ethnic Studies courses allow public school teachers the opportunity to meet California State requirements in ethnic education.**

**The multicultural emphasis of College of San Mateo's Ethnic Studies Program has attracted many persons currently employed in public school systems, social services, and human relations, as well as professionals whose jobs involve interpersonal situations with multiracial groups.**

**Students who transfer and complete and a bachelor's degree in Ethnic Studies can pursue careers in the arts, business, city planning, creative writing, education at all levels, international relations, journalism, law, medicine, politics, psychology, public health, research, and social work. In addition, Ethnic Studies courses allow public school teachers the opportunity to meet California State requirements in ethnic education.**

2. Based on the elements in your *Core Program and Student Success Indicators* (provided by PRIE for each program) and the goals stated in your most recent Program Review, please identify any key successes and challenges.

**The Ethnic Studies department is successfully meeting the academic needs of a more diverse student population that is increasing numerically each year with fewer faculty and fewer sections available to meet these needs.**

3. Are you on track for meeting the goals/targets that your program identified in its most recent Program Review? If not, please explain possible reasons why. If needed, update your goal/targets based on these reasons.

**Yes, we are on track.**

4. Have you identified any new goals or projects for the program to focus on during this next year? Please explain (grants, stipends, initiatives, etc.).

We are interested in exploring the transfer major curriculum in Ethnic Studies as has been done in Sociology and other social science programs.

We continue to discuss revisions of our curriculum with all of our department.

5. Are there any critical issues you expect to face in the coming year? How will you address those challenges?

**The budget is an obvious problem. It means we will offer fewer sections. It has reduced the options of instructors for our students. This is a noticeable loss. In order to address the loss of sections, we have decided to accept a few more students in the remaining sections, if there are desks to accommodate them.**

**6. STUDENT LEARNING OUTCOMES (SLOs) AND ASSESSMENT FOCUS FOR THIS YEAR:**

- a. Academic areas: Identify at least one course SLO on which to focus. Describe the assessment strategies you will use and your method of reflection and documentation for this cycle.

**Next year we will assess SLO's in every course and get ourselves in a pattern so that we are able to regularly assess all of our SLO's . We will also look to reduce the number of SLO's. Upon reflection there seems to be too many.**

- b. Student services areas: TBD

**7. SUMMARY OF RESOURCES NEEDED TO REACH PROGRAM ACTION STEPS**

*(Data resources: Educational Master Plan, 2008 (EMP); Data Updates to EMP, 2011-12; Institutional Priorities, 2008-2011; 5 & 5 College Strategies; College Index, 2008/9-2011/12; GE-SLOs; SLOs; other institutional data; department records; Core Program and Student Success Indicators; previous Program Review and Planning reports)*

- a. In the matrices below, itemize the resources needed to reach program action steps and describe the expected outcomes for program improvement.\* Specifically, describe the potential outcomes of receiving these resources and the programmatic impact if the requested resources cannot be granted.

*\*Note: Whenever possible, requests should stem from assessment of SLOs and the resulting program changes or plans. Ideally, SLOs are assessed, the assessments lead to planning, and the resources requested link directly to those plans.*

Full-Time Faculty Positions Requested	Expected Outcomes if Granted and Expected Impact if Not Granted	If applicable, <u>briefly</u> indicate how the requested resources will link to achieving department action steps based on SLO assessment.
1full-time staff to compliment the work and responsibility of the present Chair of Ethnic Studies.	This would provide students with two different full-time people who can collaboratively shape and execute the revised mission for the 21 <sup>st</sup> century and provide the support needed to provide the one on one attention that our students require. Ethnic Studies would then be able to prepare our students who necessarily must	

	possess the knowledge and ability to navigate and contribute in a world that is increasingly globally interdependent and interrelated.	
--	--	--

Classified Positions Requested	Expected Outcomes if Granted and Expected Impact if Not Granted	If applicable, <u>briefly</u> indicate how the requested resources will link to achieving department action steps based on SLO assessment.
none	N/A	N/A

- b. For instructional resources including equipment and materials, please list the exact items you want to acquire and the total costs, including tax, shipping, and handling. Include items used for instruction (such as computers, furniture for labs and centers) and all materials designed for use by students and instructors as a learning resource (such as lab equipment, books, CDs, technology-based materials, educational software, tests, non-printed materials). Add rows to the tables as necessary. If you have questions as to the specificity required, please consult with your division dean. Please list by priority.

Resources Requested	Expected Outcomes if Granted and Expected Impact if Not Granted	If applicable, <u>briefly</u> indicate how the requested resources will link to achieving department action steps based on SLO assessment.
The department will need documentaries and films that would compliment the curriculum for all our courses in the CD and DVD formats that our new smart classrooms are able to accommodate.		
<b>Item:</b> Wonders of the African World - DVD <b>Number:</b> One <b>Vendor:</b> Amazon.com <b>Unit price:</b> \$62.99 <b>Total Cost:</b> \$62.99 <b>Status*:</b> New.	The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.	
<b>Item:</b> Rabbit in the Moon – DVD <b>Number:</b> One <b>Vendor:</b> Amazon.com <b>Unit price:</b> \$29.95 <b>Total Cost:</b> \$29.95 <b>Status*:</b> New.	The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.	
<b>Item:</b> Papa Mau: The	The films and documentaries	

<p>Wayfinder DVD  <b>Number:</b> One  <b>Vendor:</b>  <b>WWW.PACIFICHEARTBEAT.ORG</b>  <b>Unit price:</b> TBD  <b>Total Cost:</b> TBD  <b>Status*:</b> New</p>	<p>will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.</p>	
<p><b>Item:</b> A Village Called Versailles  <b>Number:</b> One  <b>Vendor:</b> Amazon.com  <b>Unit price:</b> \$ \$24.95  <b>Total Cost:</b> \$ \$24.95  <b>Status*:</b> New</p>	<p>The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.</p>	
<p><b>Item:</b> One Voice  <b>Number:</b> One  <b>Vendor:</b> PACIFIC ISLANDERS IN COMMUNICATIONS  <b>Unit price:</b> TBD  <b>Total Cost:</b> TBD  <b>Status*:</b> New</p>	<p>The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.</p>	
<p><b>Item:</b> Reel Injun-DVD  <b>Number:</b> One  <b>Vendor:</b> Amazon.com  <b>Unit price:</b> \$ 23.55  <b>Total Cost:</b> \$ 23.55  <b>Status*:</b> New</p>	<p>The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.</p>	
<p><b>Item:</b> Good Hair  <b>Number:</b> One  <b>Vendor:</b> Amazon.com  <b>Unit price:</b> \$ \$9.49  <b>Total Cost:</b> \$ \$9.49  <b>Status*:</b> New</p>	<p>The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.</p>	
<p><b>Item:</b> Black Indians: An American Story- DVD  <b>Number:</b> One  <b>Vendor:</b> Amazon.com  <b>Unit price:</b> \$ 19.99  <b>Total Cost:</b> \$ 19.99  <b>Status*:</b> New</p>	<p>The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the</p>	

	field of Ethnic Studies.	
<b>Item:</b> The Sax Records Story <b>Number:</b> One <b>Vendor:</b> TBD <b>Unit price:</b> TBD <b>Total Cost:</b> TBD <b>Status*:</b> New	The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.	
<b>Item:</b> Hip Hop Maestro <b>Number:</b> One <b>Vendor:</b> TBD <b>Unit price:</b> TBD <b>Total Cost:</b> TBD <b>Status*:</b> New	The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.	
<b>Item:</b> Apache 8 <b>Number:</b> One <b>Vendor:</b> TBD <b>Unit price:</b> TBD <b>Total Cost:</b> TBD <b>Status*:</b> New	The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.	
<b>Item:</b> Choctaw Code Talkers <b>Number:</b> One <b>Vendor:</b> NATIVE AMERICAN PUBLIC TELECOMMUNICATIONS <b>Unit price:</b> TBD <b>Total Cost:</b> TBD <b>Status*:</b> New	The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.	
<b>Item:</b> Slaying the Dragon and Slay the Dragon Reload <b>Number:</b> One <b>Vendor:</b> WWW.ASIANWOMENUNITED.ORG <b>Unit price:</b> TBD <b>Total Cost:</b> TBD <b>Status*:</b> New	The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.	
<b>Item:</b> First Person Plural <b>Number:</b> One <b>Vendor:</b> WWW.MUFILMS.ORG <b>Unit price:</b> TBD <b>Total Cost:</b> TBD	The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of	

<p><b>Status*:</b> New</p>	<p>providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.</p>	
<p><b>Item:</b> In the Matter of Cha Jung Hee <b>Number:</b> One <b>Vendor:</b> NATIVE AMERICAN PUBLIC TELECOMMUNICATIONS <b>Unit price:</b> TBD <b>Total Cost:</b> TBD <b>Status*:</b> New</p>	<p>The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.</p>	
<p><b>Item:</b> Geographies of kinship <b>Number:</b> One <b>Vendor:</b> TBD <b>Unit price:</b> TBD <b>Total Cost:</b> TBD <b>Status*:</b> New</p>	<p>The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.</p>	
<p><b>Item:</b> Little Rock Central High: 50 years later <b>Number:</b> One <b>Vendor:</b> Amazon.com <b>Unit price:</b> 14.11 <b>Total Cost:</b> 14.11 <b>Status*:</b> New</p>	<p>The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.</p>	
<p><b>Item:</b> Columbus Day Legacy <b>Number:</b> One <b>Vendor:</b> NATIVE AMERICAN PUBLIC TELECOMMUNICATIONS <b>Unit price:</b> TBD <b>Total Cost:</b> TBD <b>Status*:</b> New</p>	<p>The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.</p>	
<p><b>Item:</b> 4 Little Girls. Spike Lee <b>Number:</b> One <b>Vendor:</b> Amazon.com <b>Unit price:</b> \$7.99 <b>Total Cost:</b> \$7.99 <b>Status*:</b> New</p>	<p>The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.</p>	
<p><b>Item:</b> Jim Thorpe: The World's Greatest Athlete</p>	<p>The films and documentaries will contribute dynamic and</p>	

<p><b>Number:</b> One  <b>Vendor:</b> NATIVE AMERICAN PUBLIC TELECOMMUNICATIONS  <b>Unit price:</b> TBD  <b>Total Cost:</b> TBD  <b>Status*:</b> New</p>	<p>cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.</p>	
<p><b>Item:</b> We Shall Remain  <b>Number:</b> One  <b>Vendor:</b> NATIVE AMERICAN PUBLIC TELECOMMUNICATIONS  <b>Unit price:</b> TBD  <b>Total Cost:</b> TBD  <b>Status*:</b> New</p>	<p>The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.</p>	
<p><b>Item:</b> River of Renewal  <b>Number:</b> One  <b>Vendor:</b> NATIVE AMERICAN PUBLIC TELECOMMUNICATIONS  <b>Unit price:</b> TBD  <b>Total Cost:</b> TBD  <b>Status*:</b> New</p>	<p>The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.</p>	
<p><b>Item:</b> The Murder of Emmett Till  <b>Number:</b> One  <b>Vendor:</b> PBS VIDEO / AMAZON  <b>Unit price:</b> \$16.99  <b>Total Cost:</b> \$16.99  <b>Status*:</b> New</p>	<p>The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.</p>	
<p><b>Item:</b> Malcolm X Speaks . 2008  <b>Number:</b> One  <b>Vendor:</b> AMAZON  <b>Unit price:</b> \$29.99  <b>Total Cost:</b> \$29.99  <b>Status*:</b> New</p>	<p>The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.</p>	
<p><b>Item:</b> THE FENCE (LA BARDA0. RORY KENNEDY -- HBO DOCUMENTARY FILMS  <b>Number:</b> One  <b>Vendor:</b> TBD  <b>Unit price:</b> TBD  <b>Total Cost:</b> TBD  <b>Status*:</b> New</p>	<p>The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.</p>	



<p><b>Item:</b> BLACK IN LATIN AMERICAN WITH HENRY LOUIS GATES  <b>Number:</b> One  <b>Vendor:</b> PBS VIDEO  <b>Unit price:</b> TBD  <b>Total Cost:</b> TBD  <b>Status*:</b> New</p>	<p>The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.</p>	
<p><b>Item:</b> Chisholm '72: Unbought and Unbossed  <b>Number:</b> One  <b>Vendor:</b> AMAZON  <b>Unit price:</b> \$5.13  <b>Total Cost:</b> \$5.13  <b>Status*:</b> New</p>	<p>The films and documentaries will contribute dynamic and cognitive stimulating media that will assist faculty in fulfilling their goals of providing students with the most cutting edge and updated knowledge in the field of Ethnic Studies.</p>	

\*Status = New, Upgrade, Replacement, Maintenance or Repair.

## 8. PROGRAM REVIEW PARTICIPANTS AND SIGNATURES

Date of this *Annual Update for Program Review and Planning* evaluation:

Please list the department's *Annual Update for Program Review and Planning* report team as appropriate:

Primary program contact person:

Phone and email address:

Full-time faculty:

Part-time faculty:

Administrators:

Classified staff:

Students:

Primary Program Contact Person's Signature	Date
Full-time Faculty's Signature	Date
Part-time Faculty's Signature	Date
(as appropriate)	
Classified Staff Person's Signature	Date
(as appropriate)	
Student's Signature	Date
(as appropriate)	
Dean's Signature	Date

**Annual Program Review  
RESOURCES FOR SUPPORTING DOCUMENTATION**

This section contains a listing of sources for data and key documents referred to in this *Annual Update* along with other resources. Contact information for relevant people is also included.

**Academic Senate**

<http://www.collegeofsanmateo.edu/academicsenate/>

Contact: [csmacademicsenate@smccd.edu](mailto:csmacademicsenate@smccd.edu)

James Carranza, Academic Senate President, [carranza@smccd.edu](mailto:carranza@smccd.edu), (650) 574-6568

**College Catalogs and College Class Schedules are archived online:**

<http://collegeofsanmateo.edu/schedule/archive.asp>

**Course Outlines are found at:**

<http://collegeofsanmateo.edu/articulation/outlines.asp>

**Committee on Instruction**

<http://collegeofsanmateo.edu/committeeoninstruction/>

Contact: Teresa, Morris, [morrist@smccd.edu](mailto:morrist@smccd.edu), (650) 574-6617.

**Program Review Resources** (includes forms, data, and completed program reviews for both instructional and student services program review)

Note: PRIE has a new website as of 2/15/2012; Program Review resources will temporarily be housed at "old" site as we make the transition to a new site:

[http://collegeofsanmateo.edu/prie/program\\_review/program\\_review.php](http://collegeofsanmateo.edu/prie/program_review/program_review.php)

*Core Program and Student Success Indicators* (See links for "Quantitative Data for Instructional Programs")

*Distance Education Program Review Data*

*Glossary of Terms for Program Review*

*Listing of Programs Receiving Program Review Data from PRIE*

*Rotation Schedule for Instructional Program Review, 2008-2014*

[http://collegeofsanmateo.edu/prie/program\\_review/program\\_review.php](http://collegeofsanmateo.edu/prie/program_review/program_review.php)

**Office of Planning, Research, and Institutional Effectiveness (PRIE)**

(Note: PRIE has a new website as of 2/15/2012; the URL will remain the same.)

<http://collegeofsanmateo.edu/prie/>

Contact: John Sewart, Dean, [sewart@smccd.edu](mailto:sewart@smccd.edu), (650) 574-6196

Contact: Milla McConnell-Tuite, Coordinator, [mcconnell@smccd.edu](mailto:mcconnell@smccd.edu), (650)574-6699

**At PRIE Website**

*College Index, 2008/9-2011/12,*

<http://collegeofsanmateo.edu/institutionalresearch/collegeindex.asp>

*Educational Master Plan, 2008,* <http://collegeofsanmateo.edu/prie/planningdocs.asp>

*Educational Master Plan, Data Updates, 2011-12*

<http://collegeofsanmateo.edu/institutionalresearch/>

*Institutional Priorities, 2008-2011*

<http://collegeofsanmateo.edu/prie/planningdocs.asp>

*Five in Five College Strategies,* <http://collegeofsanmateo.edu/prie/planningdocs.asp>

**Student Learning Outcomes (SLOs) website:**

<http://www.collegeofsanmateo.edu/sloac/>

Contact: David Locke, SLO Coordinator, [Locke@smccd.edu](mailto:Locke@smccd.edu), (650)574-6624

Also see PRIE site for SLO assessments' support: <http://collegeofsanmateo.edu/prie/slos.asp>