

This Annual update is due on March 25th of each year that your three year Program review and planning document is not due. Please email a copy of this to your Division dean, the VP of Instruction and the Academic Senate President.

1. What is the name of your Department and/or Division?

Sociology/Creative Arts, Social Science Division

2. List the names of everyone who participated in developing this annual update.

Minu Mathur, Ph.D and Jane Williams, Ph.D.

3. Based on the elements in your Annual Update Data Sheet (Provided by IRP to your dean) and goals stated in your most recent Program Review, please identify any key successes and challenges.

2007 Long Term Goals:

1. *Over the last several years, sociology department faculty has dwindled from four full time positions to one full time faculty member. A long term goal is to hire one more full time faculty member.*

Due to budget constraints, there has been no change in staffing. While an additional full time staff member is still needed, the department's full and part time faculty continue to be responsive to the changes and needs of the student population.

2. *Greater integration into current CSM initiatives such as the learning communities program*

Sociology maintains an ongoing involvement in the learning communities, ever seeking more effective methods of student engagement.

3. *Increasing course offerings providing students with an honor's option.*

The honor's option to current courses continues to be provided on an individual basis. Sections exclusively offered as part of the honor's program is a long term goal. Sociology Department also seeks other areas of emphasis such as juvenile delinquency.

4. *Achieving the goal of community outreach by offering courses in the community at off-site centers.*

Sociology maintains a long standing off-site offering and seeks to expand opportunities to the costal community of Half Moon Bay.

4. 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 reason.

- *Over the last several years, sociology department faculty has dwindled from four full time positions to one full time faculty member. A long term goal is to hire one more full time faculty member.*
Due to budget constraints, there has been no change in staffing. The program is not currently seeking a change in staffing. This goal will be **eliminated**.
- *Greater integration into current CSM initiatives such as the learning communities program*
Some of the writing communities programs have been eliminated for budgetary reasons. Sociology maintains an ongoing involvement in the remaining learning communities, ever seeking more effective methods of student engagement. This goal will be **updated**.
- *Increasing course offerings providing students with an honor's option.*
The honor's program is not a current option for CSM. This goal will be **eliminated**.
- *Achieving the goal of community outreach by offering courses in the community at off-site centers.*
Sociology maintains a long standing off-site offering but seeks to expand opportunities to the coastal community of Half Moon Bay. This goal will be **altered** to include the Half Moon Bay site.

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

The new 2008/2009 goals for the sociology department include the following:

- *Development of a sociology web site where syllabi, text books, hand outs, etc. will be available to students at any time and from any location.*
- *Greater use of student e-mail accounts as a means of timely, accurate information dissemination.*
- *Greater integrated use of technology in the classroom (web site access, videos, audio tapes, images) to enhance communication of ideas and reduce material cost.*

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

The following challenges are expected in the upcoming year:

- *The uncertain financial position of CSM based on expected budget cutbacks threaten to curb some program expansion possibilities*
- *The number of class sections have been reduced, restricting student choices and the range of student appeal*
- *Early cancellation of classes based on low enrollment. New requirement dictates that the minimum student numbers be reached six weeks prior to start of class. Students who traditionally enroll late, find their choices restricted.*
- *There are more students per class, reducing the amount of one-on-one time and individual attention available to them. This trend is likely to continue in the foreseeable future.*
- *Cancelling some specialty classes due to low enrollment contribute to reduced course offerings.*

7. Student Learning Outcome and Assessment focus for this year:

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

Sociology will place special focus on the following SLO.

“Describe how inequality is manifested across race, ethnicity, gender, class, sexual orientation, nationality and age”

The emphasis will be made by increasing the focus on class topics that become “hot topics” discussed by news media and in public forums. In addition to regular readings, lectures, and class discussions, the “hot topics” will include showing updated videos and television clips on the topics and requiring student feedback in the form of written and oral responses.

The SLO will be assessed by dividing the students into two groups, the control group which will receive normal instruction, and the target group which will receive the extra treatment of current events videos and lectures. Both groups will complete the “muddiest point” form, detailing items that were unclear for them during the class. Both groups will complete a final exam. The group with the highest average score on the exam will indicate which technique is most effective. The information will be use to inform SLO’s for the upcoming semesters.

8. **SUMMARY OF RESOURCES NEEDED TO REACH PROGRAM ACTION STEPS** (*Data resources: Educational Master Plan, GE-SLOs, SLOs; department records; Core Program and Student Success Indicators; previous Program Review and Planning reports*)

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.
<i>One full-time faculty position still needed but not formally requested this year</i>	<ul style="list-style-type: none"> • <i>Able to serve more students</i> • <i>Larger pool of decision makers</i> • <i>Possibility of greater diversity of thought</i> • <i>Larger pool of skills available to the program</i> • <i>Potential for more course offering</i> 	<i>This resource will link to the SLO that states “increase course offerings providing student with (more) options.”</i>

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
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		on SLO assessment.
NONE	NONE	NONE

- a. 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, briefly indicate how the requested resources will link to achieving department action steps based on SLO assessment.
<p>Item:</p> <ul style="list-style-type: none"> • <i>Instructional Videos</i> • <i>Text books to be placed on reserve in the library</i> <p>Number: <i>Videos – 3 (three)</i> <i>Text books – 1 (one)</i></p> <p>Vendor: <i>Amazon.com</i></p> <p>Unit price: <i>Videos – \$200-\$300</i> <i>Text books – \$100-\$200</i></p> <p>Total Cost: <i>\$300-\$500</i></p> <p>Status: <i>New.</i></p>	<ul style="list-style-type: none"> • <i>Fewer reference materials for students and faculty</i> • <i>Restricted research options</i> • <i>Reduced ability for students to compare and analyze alternative points of view</i> 	<p><i>This resource will link to the SLO's that state:</i></p> <p><i>“Demonstrate analytical skills” and</i></p> <p><i>“Describe social issues confronting contemporary society”</i></p>

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

Primary faculty contact

Date

Additional faculty

Date

Additional faculty

Date

