

## **Program Performance Review: Culmination Meeting Memo Women and Gender Studies, BA**

The 2021-2022 Program Performance Review (PPR) process for the Women and Gender Studies (WGST), BA program in the College of Humanities and Social Sciences (HSS) concluded with a culmination meeting on May 19, 2023.

The following people attended the meeting: Amir Dabirian (Provost), Ed Fink (AVP for Undergraduate Academic Programs, AVPUAP), Merri Lynn Casem (incoming AVP for Undergraduate Academic Programs), Sheryl Fontaine (Dean, HSS), Jessica Stern (Associate Dean, HSS), Karyl Ketchum (Department Chair), and Su Swarat (Senior AVP for Institutional Effectiveness and Planning, SAVPIEP).

The Provost congratulated the program for successfully completing the PPR process, and thanked the department leadership for managing the process despite the small size of the faculty. The following specific accomplishments were highlighted during the PPR process:

- Department faculty are committed to students and the department's mission, demonstrated through their engagement with students, mentorship of students, innovative scholarship, and desire to expand the department.
- Department leadership exhibits a commitment to the faculty and mission of the department, with clear efforts to foster a healthy and collaborative work environment built on principles of social justice.
- The department's Guiding Values, Principles, and Practices statement continues to be a valuable tool guiding the department toward maintaining a healthy department climate for faculty, students, and staff.
- The department's student support, advising practice, and campus support extends beyond academic advising and supports concerns such as gender disparities, survivorship support, and Title IX inquiries.
  - The Chair reported that the new Tandem Advisor provided by Associate Dean of Students is a “game changer”. The position has alleviated faculty service loads, changed department culture, and even helped to reduce cultural taxation.
  - The Associate Deans commended the department for its willingness to engage with the “tandem” advising model.
- WGST faculty continue to work transparently and collaboratively to improve faculty morale, strengthen department culture, and extend their shared vision for the department.

Major recommendations and issues raised through the PPR process were discussed as follows:

### 1. Curriculum updates:

- The PPR process raised the need for the program to review and enhance the curriculum to include pedagogical practices such as scaffolding learning opportunities, and to broaden the curriculum to include contemporary relevant issues.
- The Chair reported that the program is working to update the curriculum, including updating course names and rebalancing curriculum offerings (e.g. more 100 level and more GE courses). The faculty are concerned about the impact of AB928 and its impact on small departments like WGST. A retreat is planned for fall 2023 to focus on these issues. Budgetary support is needed from the college and/or the division in order to realize this goal.

## **Program Performance Review: Culmination Meeting Memo Women and Gender Studies, BA**

- The AVPUAP asked if the program has any aspirations for a MA program. The Chair stated that instead of a MA program, the department would like a designated concentration so that graduate students in relevant programs could take.
2. Department visibility:
- The Dean recommended the department to increase visibility through various campus activist projects, social media, and campus events such as Experience CSUF Day. One idea is to consider having tenured faculty teach GE courses to expose GE students to faculty and field.
  - The Chair stated that promotions are currently done via student and faculty Instagram. The inconsistency in terms of elective offerings on the department website and the catalog still needs to be resolved.
  - The Dean commended the faculty for participating in Experience CSUF Day this year, which may have led to the increase of incoming FTF for the program.
3. Staffing needs:
- The PPR process raised the need to appropriately staff the department and ensure appropriate compensation. This includes hiring a full-time advisor for the department, an Administrative Service Coordinator dedicated to the department, and compensation for the Vice-Chair and Chair.
  - While the new advisor is in place, the Chair stated that staff support as well as more faculty lines are still very much needed, particularly for small departments like WGST. Additionally, WGST workload is different and unique, with faculty providing a lot of uncompensated service to address campus policy or environmental issues (e.g. advocating for the Women Center). The department would like to engage in a conversation with the college and division leadership to look at appropriate resource distribution for the academic units.
  - The Dean concurred that for the college as a whole, staff positions need to be increased, and the staffing structure could be improved. Training is also needed for chairs to understand staff roles and responsibilities. She recommended the department to work with the college HR manager to determine staffing needs and seek solutions.
4. Department culture and processes:
- On department budget issues, the external reviewers recommended the department to increase transparency with all faculty.
    - o The Chair agreed with the recommendation and reported that she continues to take decisions to faculty in the interest of this goal.
    - o The Dean stated that continued collaboration between the department and Dean's office is critical to ensure effective communication and transparency.
  - The external reviewers also recommended the department to revise the Department Personnel Standards.
    - o The Chair stated that this is incomplete, and the DPS should accommodate all faculty. The remaining challenge is to find better solutions to accommodate cultural taxation, which is a topic of discussion at the fall 2023 retreat.

**Program Performance Review: Culmination Meeting Memo  
Women and Gender Studies, BA**

- The PPR process also raised the need for continued, guided department-level conversations with qualified professionals to address any remaining department climate concerns and administrative needs.
  - o The Chair reported that this will also take place in the upcoming retreat.
  - o The Dean is committed to working with the department in identifying the appropriate consultant.

The Dean thanked the department for its contribution to the university and commended the program for all the progress. The Provost concluded the meeting by thanking the faculty and staff, as well as the leadership, for their hard work.