

May 20, 2022

To: Dr. Stephen Clark and Spanish and Global Languages & Cultures Faculty

From: Dr. Mitch Avila,  
Provost, CSU Channel Islands

Re: Agreements regarding actions items to conclude Psychology Program Review

First, I would like to thank the faculty of Spanish and Global Languages and Cultures for engaging fully with this cycle of program review. At its best, program review offers an opportunity to collectively assess how the program is serving our students and to think about how to deepen that service in the future. It is clear that you have taken full advantage of that opportunity. I enjoyed the opportunity to discuss your program with your faculty, and appreciate your deep engagement in your program and with your students.

This memo – and the attached signature page – represent the concluding step of program review: Formalizing agreement regarding the action items for the program to focus on in the near future. The attached page includes the list of action items collectively agreed upon by faculty and administrators. Please review those action items, along with any expected outcomes, and sign the document to indicate agreement.

Please extend my thanks to all Spanish and Global Languages and Cultures faculty for their commitment to our students, and to achieving the model of teacher-scholar at CSUCI. We look forward to seeing the progress of your program in the future. Please know that I stand ready to support your efforts in the future.

## **Spanish and Global Languages & Cultures Program Review Concluding Memorandum of Understanding / Action Items**

The following represent the action items collectively agreed upon by faculty and administrators at the meeting on May 4, 2022.

- CSUCI is committed to Diversity, Equity, and Inclusion initiatives, and that should be a central aspect of program planning and considerations.
- We congratulate faculty on their adoption of no-cost/low-cost instructional materials in critical classes, and they are encouraged to continue to do so.
- Faculty are encouraged to expand the range of study abroad experiences for students, and those efforts should focus on experiences outside of dominant global cities and regions.
- Given that program faculty and all levels of administration support the creation of a B.A. degree in Translation and Interpretation, faculty are encouraged to move discussions forward in coordination with the Multi-year Academic Plan recommendations.
- Program faculty should become more familiar with new system-wide policy on Credit for Prior Learning to better understand how it may apply to Spanish students (generally heritage speakers) who can earn credit for documented expertise. The department should seek to be in full alignment with campus policy as it develops. The Dean encourages the department to set aside time for a day-long retreat (to be hosted as early as Fall 2022 and no later than Spring 2023) to explore curricular issues including attention to that policy.
- The Dean has committed to three additional WTUs of reassigned time for faculty advising to commence in AY 2022-23; department faculty should have a collective discussion at the earliest convenience about how those units can be allocated to best serve students.
- The department should seek to develop and deepen relationships with local community colleges to create more effective pipelines for transfer students; the Dean can make resources available to support those efforts. Faculty should also consult with Academic Advising and student success offices to explore ways to create seamless pathways from the community college.
- The department should seek to create coursework in at least one additional Asian language in the near future. Faculty should discuss which would be most appropriate, and most popular – perhaps coordinating with the workforce development team to explore market needs. The department should also consider how best to allocate instructional budget to meet new and continuing student demand.
- Faculty should develop and submit a proposal for an additional tenure track hire in the field of linguistics or legal interpretation when program growth warrants additional lines.
- Departmental faculty should continue to cultivate good external relationships, particularly where that presents opportunities for awards and recognitions that can raise the visibility of the program and the university.
- The department Chair should make sure that all faculty (especially junior faculty) are familiar with new opportunities on campus to support travel and professional development (including the Provost's new travel policy, expanded RSCA awards, and direct cost grants), and that they avail themselves of those opportunities.

- The department should renew its commitment to holistic assessment. This should start with an examination of program level learning outcomes. Subsequently, each course in the program should be mapped against learning goals and objectives to identify where students are introduced to learning components and where these components are developed and eventually mastered. The Dean is willing to support efforts that are already underway in SGLC.
- The department should maintain and expand strategic planning activities, and in particular should convene yearly retreats to address curriculum issues.
- The department needs to keep GI 2025 goals at the center of its priorities for the coming year – addressing both student progress (graduation and retention rates) and equity gaps.
- The department should consider relevant recommendations stemming from the Charting Our Course initiative – especially those regarding expanding opportunities for demonstrating bilingual competence for non-Spanish majors.

The signatures below indicate collective agreement on the action items enumerated above:

*Mitch Avila*

[Mitch Avila \(May 26, 2022 17:46 PDT\)](#)

05/26/2022

---

Dr. Mitch Avila  
Provost  
California State University, Channel Islands

Date

*Vandana Kohli*

[Vandana Kohli \(May 26, 2022 16:43 PDT\)](#)

05/26/2022

---

Dr. Vandana Kohli  
Dean, School of Arts & Sciences  
California State University, Channel Islands

Date

*Stephen Clark*

05/26/2022

---

Dr. Stephen Clark  
Chair, Spanish and Global Languages & Cultures Department  
California State University, Channel Islands

Date