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| Academic Program Review CommitteeMinutes |
| March 25, 2014 | 1:00-2:50 pm | 411 B |
| Quorum = 5 members |
| note taker | Angie Arietti |
| Attendees | Susan Yonker, Chair AS Vice President | ~~Thomas Murray, School of Social Sciences, Business & Humanities~~ |
| ~~Andrew Rempt, AS President-Elect~~ | Mark Meadows-Representative, Deans’ Council  |
| Vacant-School of Arts & Communications | Vacant-HEC Representative |
| Vacant-School of Continuing Ed., Economic and Workforce Development | ~~Arnold Josafat-Instructional Support Services~~ |
| Maya Bloch, School of Counseling and Personal Development | ~~Nicolas De Meo-Part-Time Faculty~~ |
| Walt Justice, School of Health, Exercise Science, Athletics & Applied Technology | ~~Randy Beach, Resource IPROC Coordinator~~ |
| Lynn Pollock-School of Language & Literature | ~~Veronica Burton, Resource Articulations Officer~~ |
| Margie Stinson, School of Math, Science & Engineering | ~~Linda Hensley, Resource Office of Institutional Effectiveness~~ |
| GUEST/s | Patti Flores-Charter, Academic Senate President |  |
| **Call to Order/Approval of Agenda**  | Susan Yonker |
| Action | The Meeting was called to order at 1:00 p.m.  |
| **Public Comment**  | Susan Yonker |
| discussion | There was no public comment made. |
| **Approval of Minutes**  | Susan Yonker |
| action | Approval of the minutes was postponed. |
| **Component I: Articulation and Scheduling**  | Susan Yonker |
| discussion | There was no need to add articulation to this as a column. The committee decided to keep “How often has the course been offered in the last 5 years?” Information was provided that we are moving to production of a 2-year schedule to ensure that students can complete in two years their courses for a major, certificate or for transfer. |
| **Component IV: Data and Narrative Questions**  | Susan Yonker |
| discussion | Can we get Socio-Economic Status (SES) for the college as a whole? Can we get comparison data for our programs using student ID and Financial Aid status or Board of Governor Waiver (BOG)?**Narrative Considerations**Make three inferences about how the data affects your programs? What changes, if any, will you make based on this data?The committee decided to keep Full Time Equivalent Faculty so we can then compare with FT/PT ratio for the FHP process.**Retention, Success and Completion Rates**We want this data by age, ethnicity, and gender for decision-making.We want data by course.We want definitions here that are the same as our research office.We want grades included by D’s and F’s by course. We should include the breakdown by grade.We want program completion by:Certificates of ProficiencyCertificates of AchievementDegreesTransfersEmployment**Page 6 Questions**What role do modifications in your program’s budget have in impacting the outcomes of both the students who major in your program and students taking courses offered by your discipline? For example, connect to snapshot (provide example or evidence from last year that may help).What strategies has your program implemented in attracting a diverse range of students to your program and helping them succeed? (Standard II, A7)How do/have budget allocations impacted your program since your last comprehensive review? Budget includes district, school, block grants (such as Perkins), etc. Connect this question to the snapshot.Please note that diverse = (age, gender, ability, etc.) **\*Do we want a word count limit when it comes to component IV? We will bring this back as an action item for our next meeting so we can take a vote on this.****Page 7 Questions**The next section to work on is Component V. Do we need the table that we already have with the check boxes or should we write narrative questions? Susan went through the standards and thought that we should write questions based on those. There was a suggestion to link the standards or make it available on the website. How does SLO data inform changes to your curriculum? Add criterion 1.0 and delete the table. For the next meeting, please take a look at the Reflective Narrative Questions. |
| **Adjournment** | Susan Yonker |
|  | The meeting was adjourned at 2:50 p.m.  |
| The next meeting will be April 15, 2015 from 1:00-2:50 p.m. in L 246. |