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| Academic Program Review CommitteeMinutes |
| march 02, 2016 | 1:15-2:15 pm | L 246 |
| Quorum = 4 members |
| note taker | Angie Arietti |
| Attendees | Susan Yonker, Chair AS Vice President | ~~Yvonne Lucas, School of Social Sciences, Business & Humanities~~ |
| Andrew Rempt, AS President-Elect | Mark Meadows-Representative, Deans’ Council  |
| ~~Thomas Murray-School of Arts & Communications~~ | Vacant-HEC Representative |
| Vacant-School of Continuing Ed., Economic and Workforce Development | Arnold Josafat-Instructional Support Services |
| Vacant- School of Counseling and Personal Development | Laura Brooks-Part-Time Faculty |
| Dionicio Monarrez, School of Health, Exercise Science, Athletics & Applied Technology | Randy Beach, Resource IPROC Coordinator |
| Vacant-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 1:15 p.m. The agenda was approved as presented. |
| **Public Comment**  | Susan Yonker |
| discussion | Randy will be speaking to us today via the phone and CCC Confer today. |
| **Approval of Minutes from 02/17/16** | Susan Yonker |
| action | The minutes were approved as presented. |
| **Updates:**  | Susan Yonker |
| action | There were questions and concerns that came up at the short demo that was presented. We are in a drafting phase and working directly with eLumen to do short demonstrations like today to find out where we are and continue drafting on Program Review templates and processes. An important upcoming date to remember is March 10th, that is when eLumen and Program Review Consultation Meeting will occur to review current draft of program review and gather feedback and direction.  |
| **eLumen Program Review Module: Demo and Feedback** | susan yonker |
| info | Randy showed a sample Program Review to the committee to take a look at. This is an example that was created by eLumen. There was a copy of the eLumen Program Review Spring 2016 Timeline passed out. Randy gave a two minute demonstration on how the different questions in eLumen are built and how the template that we would be using in Program Review is built. There is a section called Initiative Section Templates. This is where you can create quite a few questions based on what information you want to appear in program review. You would then create a template for a specific program review. There was a question asked as to how much is going to be visible to an end user? Randy said that very little would be. Is there a way for someone to go in and play around with the template without causing any problems? Randy said that there is a test site. He can assign single data steward access to the test site.Randy showed what it would look like for a program coordinator to access eLumen. He used the drop down menu and clicked on program review template. ENG APR Version 2, Comprehensive APR Component 1 List of Degrees & Certificates. He then went into “Design Mode”; this is where you have to name people who can actually work on parts of the program review. Does formatting, bulleted lists copy over? Randy said yes. How about pie charts, graphs, and figures? These must be added as attachments.One thing that we have determined in section 4 of Program Review of the Data Section: In order for those data points that are prepopulated in eLumen, The eLumen folks have explained that we have to be putting data in in a different way. This includes the student demographic information about gender, age and ethnicity. This information would have to come from an upload that Everett would have to provide. In order for us to have FTES information, we would also need to have individual student record locators. We may be able to get that data from other sources and there may be pushback from faculty. This committee was supposed to take a look at eLumen and see if it does what we want it to do. Right now we have Data dashboard, which does the copying and the pasting that we want it to. So, how is moving to eLumen an improvement? eLumen and It are talking independent from us. Would we have any issues of having eLumen having information on us? The main question is, Do we want to move into eLumen? The IPRC needs direction from faculty as to what we want to do. Do we want to move forward, but a little slower and watch how responsive they are to the requests that we have use Randy’s form for the snapshot and the same comprehensive that the Senate approved in November? Another idea is that we can try to get it on the Senate agenda and try to get some feedback. Randy and Susan will talk more about this. |
| **Adjournment** | Susan Yonker |
|  | The meeting was adjourned at 2:28 p.m.  |
| The next meeting will be March 16, 2016 from 1:15-2:15 p.m. in L 246. |