

**ACADEMIC PROGRAM REVIEW COMMITTEE
Solano Community College**

Membership:

Chris McBride –School of Liberal Arts
Vitalis Enemmuo – Health Sciences
Ruth Fuller – Library/Counseling
Maureen Powers – Social and Behavioral Sciences
Kevin Spoelstra – Applied Technology and Business
Dmitriy Zhiv – Math

Ex Officio:

Robert Gabriel – Dean of Health Sciences
Office of Research and Planning: Peter Cammish and
Pei-Lin Van't Hul
Consultant for VPAA matters—David Williams

**Minutes – Monday, April 24, 2017
2:30-4:00 pm, Room 1301**

1. Approval of agenda as amended—1st Chris, 2nd Maureen
2. Public Comment—none
3. Minutes from 3/27/17 –vote for approval; 1st Rob, 2nd Dmitriy
4. Coordinator’s report/Discussion items
 - a. Update from Peter –new data charts for use in templates; Peter showed the new interactive data to inform the program review self-study reports. Committee members suggested minimal changes to specific charts, and commended Peter for the excellent new features. The committee discussed changing some terms, such as school vs. institution, for clarification. Some data can be compared within a discipline, within the college, or within the modality (for example, online course success). Maureen suggested that all three sets of data be provided for faculty analysis.
 - b. Late programs—status update; the coordinator noted that the faculty of one program did not wish to sign off on the report, which had gone through VPAA review. The committee discussed options for handling this report, and decided that it should be published online, with a notation added to the signature page, stating that “Faculty chose not to sign.”
 - b. Report from the Task Force open meeting (April 21) on “general degrees.” The coordinator shared the notes written by task force member Marianne Flatland (Counseling), sent via email 4/21/17. In sum, the consensus among the Schools is that discipline faculty need to take ownership of these programs, and that a major overhaul is needed. The ten IS and US degrees are going to tech review tomorrow (Tuesday), updated to remove defunct courses. But in the Fall, schools will have to decide whether to modify these programs in a complete overhaul, or delete them entirely (possibly building a new “general degree” from scratch). David asked whether these degrees would have to go through program discontinuance, or whether they could simply be deleted. The coordinator noted that the Academic Senate

would have to direct the Curriculum Committee on this matter, and agreed to contact the relevant parties about these issues:

- 1.) Since the Interdisciplinary Studies and University Studies programs are now in the purview of Schools and discipline faculty, can they be deleted, or must they go through a program discontinuance process?
- 2.) Regardless of the process of deletion, discipline faculty need to have access to the programs in CurricUNET to modify them (change course block definitions, delete courses, change PLOs, etc.). Right now, only Counsellors can access the programs in CurricUNET to make changes. Can we give access to any faculty in the relevant disciplines?

5. Review of yearly update with drop-down options. The committee discussed the format of the update, and suggested the addition of a rationale text box, limited to 100 words. The committee further discussed when the form would be due, to whom it should be sent, and how it could best be used to drive college-wide decision-making. The coordinator will present the form to the Senate for discussion and vote for approval.

6. Review of handbook (continued from last meeting). The coordinator noted that handbook is lengthy and is hard to organize in a useful way. Also, some information in the handbook might work better folded into the instructions in the template. The committee will review the handbook and make recommendations at the final meeting.

7. Action items: The committee authorized the coordinator to present the update form to the Senate. Review of Foreign Languages postponed to final meeting, as all team members were not in attendance.

8. Adjournment –1st. Maureen, 2nd Chris

