

ACADEMIC PROGRAM REVIEW COMMITTEE  
**Solano Community College**

Membership:

Chris McBride – School of Liberal Arts  
Vitalis Enemmuo – Health Sciences  
Katherine (Kitty) Luce – 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  
Peter Cammish – Office of Research and Planning  
David Williams – VPAA

**Absent:** Maureen Powers

**Minutes – Monday, August 28, 2017**  
**2:30-4:00 pm, Room 712**

1. Approval of Agenda – 1<sup>st</sup> Rob, 2<sup>nd</sup> Dmitriy
2. Public Comment – David provided an update regarding VPAA feedback on program review reports.
3. Minutes from 8/14/17 – vote for approval: 1<sup>st</sup> Chris, 2<sup>nd</sup> Dmitriy
4. **Coordinator’s report** on meeting with Deans (8/23/17); coordinator showed management the customized update forms. Coordinator will speak at School meetings to explain the forms in person to faculty, and is scheduled to speak to the School of Liberal Arts on September 8, as well as the Social/Behavioral Sciences on October 20. Rob will ask School of Health Sciences faculty to contact the coordinator if there are questions.
5. **Discussion items:**
  - a. Committee Goals were discussed for 2017-2018, and the creation of a Program Review module in CurricUNET was added to the list. David provided an update on the status of the Assessment and Curriculum modules in META. Action on developing a Program Review module will be delayed until current troubleshooting efforts are resolved.
6. **Action item:** Vote to approve Committee Evaluation for 2016-2017; 1<sup>st</sup> Rob, 2<sup>nd</sup> Vitalis
7. Programs to be reviewed and assignments:
  - Theater Arts (Dean review overdue) – assigned to Dmitriy and Kitty
  - Music (Dean review overdue) – assigned to Chris and Vitalis (delayed until 9/11/17—see item 9 below).
8. Adjournment: 1<sup>st</sup> Dmitriy, 2<sup>nd</sup> Kitty
9. Feedback for Water & Wastewater (Kitty, Maureen) and Communications (Vitalis, Dmitriy).  
Note: Kitty provided feedback in person; Maureen sent feedback via email. Feedback for Library (Chris, Kevin) was delayed until following meeting (9/11/17), as Coordinator had provided a draft of the report to committee members, rather than the finalized version.