

ACADEMIC PROGRAM REVIEW COMMITTEE
Solano Community College

Membership:

Ferdinanda Florence –Coordinator
Chris McBride –School of Liberal Arts
Vitalis Enemmuo – Health Sciences
Katherine (Kitty) Luce – Library/Counseling
Maureen Powers – Social & Behavioral Sciences
Kevin Spoelstra – Applied Technology & Business
Dmitriy Zhiv – Math

Ex Officio:

Robert Gabriel –Dean of Health Sciences
Peter Cammish –Dean of Research and Planning
David Williams –VPAA

Absent: Maureen

Minutes – Monday, October 23, 2017
2:30-4:00 pm, Room 712

1. Approval of Agenda—1st Dmitriy; 2nd Chris
2. Public Comment—none
3. Minutes from 10/04/17 –approval moved to next meeting (Maureen absent).
4. **Coordinator’s report and discussion items**
 - a. **Current status of IS/US programs.** Coordinator noted that, at the content review meeting of Oct. 17, the Curriculum Committee voted to table the deletion of five IS/US. A formal vote regarding the IS/Wellness degree took place at the Kinesiology meeting of 10/27, where it was decided that the degree would be retained, with modifications. Rob noted the efficiency of the ASL faculty in creating courses and a program in less than 9 months, and suggested that faculty be identified for the task of program modification, and a timeline be set with an April deadline. Rob further suggested that program deletion be triggered if faculty cannot get modifications through Curriculum Review. The Coordinator will bring the issue to the Academic Senate for discussion.
Following up on the discussion at the last meeting, David informed the committee that he and Michael Wylie (Senate President) had identified language in Board Policy 6105 addressing the difference between program deletion and program discontinuance. David noted that this language would be further clarified by the Senate.
 - b. **Current status of Ethnic Studies and Social Science programs.** The Coordinator met with Leslie Minor regarding both programs, for which a combined report was written by Karen McCord (now retired). Leslie agreed to propose the deletion of Social Science via CurricUNET, as School of Social Sciences investment in the program is unclear. The Committee had authorized the creation of a new template pre-loaded with fresh data to inform a new program review report for Ethnic Studies, provided faculty are willing to write it. However, it is clear that faculty are divided regarding the role of Ethnic Studies, in light of the newly-approved Social Justice AA-T degree. Several parties have been contacted regarding

the writing or revising of a report, and no one who advocates for the program has yet stepped forward to complete it, for a variety of reasons. The Committee decided to halt the program review process for this program, until a proponent steps forward to complete a new report.

c. **Feedback from AT&B Dean regarding abridged 2-year review template.**

Maire Morinec reviewed the two-year report recently submitted by Human Services, noting areas in the template that might be changed. The Coordinator shared recommended additions (such as a chart of FTES data) and deletions, to which the Committee agreed. Maire also recommended adding a notation to every section that would limit word count. The Committee decided that a 250 word count limit should be placed on all sections, for both the abridged and full (six-year) program review report templates.

Maire also suggested that the Committee review abridged reports, following the same process as six-year report reviews. The Committee agreed that the current process should remain in place, in which two-year reports are sent to the AT&B Dean and Coordinator only.

d. **Feedback from the Academic Senate regarding the yearly update forms.** The Coordinator reported to the Academic Senate at their 10/16 meeting that awareness of the forms is uneven from school to school, and that the link between the forms and integrated planning is still unclear. The Coordinator further raised the issue of “carrot versus stick” regarding faculty members’ completion of Program Review-related documents. The Senate noted that consequences for lack of completion could be made apparent once integrated planning is worked out in the Spring 2018 semester. Peter observed that the kind of ground-level information gathered in the update forms needs to connect to top-down planning; currently, the level of detail noted on the forms relates more to departmental and School-level planning, rather than College-wide planning.

The Committee weighed the possibility of delaying the due date until Spring, since administrators had identified a Spring deadline as more useful in determining needs for the next Academic year. The Coordinator will propose a January or March deadline at the next report to the Senate and will schedule another meeting with administrators on the topic.

e. **Integrated Planning, Assessment, and CurricUNET Meta.** The Coordinator noted that the issues of integrated planning are also arising on the Assessment side, now that the SLO and PLO assessment modules in CurricUNET Meta allow faculty to check-mark relevant boxes indicating College-wide needs. Once such a box is checked, it’s still uncertain who would use that information in an aggregated way to inform planning.

5. Adjournment—1st Dmitriy, 2nd Vitalis