

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:**

Damany Fisher—Research & Planning  
David Williams—VPAA

Absent: Kevin, Dmitriy, David

Minutes—Monday, August 27, 2018  
2:30-4:00 p.m., Room 902

1. Approval of Agenda—1<sup>st</sup> Maureen, 2<sup>nd</sup> Kitty
2. Public Comment—none
3. Approval of Minutes, 5/14/18—1<sup>st</sup> Kitty, 2<sup>nd</sup> Chris
4. Coordinator's report and discussion items
  - a. Status of Applied Technology & Business reports:

Most reports were submitted in Spring 2018 semester, with feedback provided by committee, and are pending VPAA review. Real Estate and Occupational Education reports were submitted in May 2018, and are awaiting committee feedback. The following CTE program reports have not been submitted and are overdue: Accounting, Drafting, Horticulture, and Welding. The Coordinator will contact relevant faculty and the dean.

The committee discussed the ongoing concerns about incentivizing the completion of program review reports and updates, and linking program review to strategic planning and resource allocation.
  - b. Goals for Fall 2018: The committee discussed goals for this semester. Revised goals, carried over from last year, will be presented to the Senate in the next Coordinator report.
  - c. Summertime progress on Program Review Module: The coordinator shared the current status of the CurricUNET module, and the modifications required to the template, given the system's technical limitations. The coordinator shared concerns about the timeline for having a working module into the sandbox, given that two divisions/schools (Health and Social Sciences) will need to complete self-study reports in the 2019-2020 cycle. Weekly meetings will continue through the semester, and the coordinator will keep the committee updated. A modified template will be sent to committee members.
5. Assignment of Occupational Education report: Chris and Kitty
6. Adjournment –1<sup>st</sup> Kitty, 2<sup>nd</sup> Maureen