



# Academic Program Review Committee

## MINUTES

October 26, 2020

<https://cccconfer.zoom.us/j/7075323837>

2:30 pm – 4:00 pm

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| <p><b>1. Call to order</b></p>  | <p>Coordinator called the meeting to order at 2:35 p.m.</p>  |
| <p><b>2. Roll Call</b></p>  | <p><b>Committee Members:</b> Ferdinanda Florence (Coordinator), Nick Cittadino (Counseling/Library), Chris McBride (Liberal Arts), Dmitriy Zhiv (Math &amp; Science), Rachel Purdie (Social &amp; Behavioral Science); <b>Ex Officio:</b> Sandy Lamba (Dean, Social &amp; Behavioral Science)</p> <p>Absent: Vacant Position (Applied Technology &amp; Business), Curtiss Brown (Health Science)</p>   |
| <p><b>3. Agenda approval</b></p>  | <p>Rachel Purdie motioned to approve the agenda of October 26, 2020. It was seconded by Nick Cittadino. The motion passed unanimously.</p>   |
| <p><b>4. Approval of Minutes</b></p>  | <p>Chris McBride motioned to approve the minutes of October 12, 2020. The motion was seconded by Nick Cittadino. The motion passed, with Rachel Purdie abstaining.</p>   |
| <p><b>5. Comments from Public</b></p>   | <p>None.</p>   |
| <p><b>6. Program Review<br/>Coordinator Update and<br/>Discussion/Information<br/>Items</b></p> | <p>6.1 Summaries of meetings with eLumen and VPAA, Senate President and VPAA</p> <p>Coordinator met with VPAA David Williams and an eLumen representative on Friday, Oct. 16, 2020, to discuss the current capabilities of the online module to provide autogenerated data. The representative noted that some data can be provided through “widgets” inserted by the Coordinator in each program’s template. The Coordinator noted that the Labor Market data widget would be especially useful for CTE programs.</p> <p>On Tuesday, Oct. 20, 2020, the Coordinator met with Senate President LaNae Jaimez and David Williams to discuss the APRC Coordinator job description. David Williams emphasized the need to streamline the templates in order to minimize the work load of the Coordinator and Research and Planning staff. He will recommend to the Superintendent/President a 40% release in Spring and 20% release in the Fall for the future Coordinator.</p> <p>6.2 Review and finalization of streamlined 6-year and 2-year (abridged) templates</p> <p>Committee members reviewed the templates, identifying questions for which faculty would need specific data, and deciding for each question whether its usefulness justified the work required of the Coordinator/Research and Planning to provide relevant data.</p> |

6.3 Other

Sandy Lamba noted that David Williams approved the offering of a stipend to faculty who would be willing to complete the Social Justice Program Review. Social Justice is the last program in the School of Social and Behavioral Sciences for which a report is pending.

**7. Action Items**

Vote to approve the final drafts of program review templates for Senate

Dmitriy Zhiv motioned to approve the final drafts of the six-year and two-year program review report templates for presentation to the Academic Senate for review. The motion was seconded by Chris McBride. The motion passed unanimously.

**8. Upcoming Items**

- 8.1 Review of Senate feedback and revision to templates, as necessary.
- 8.2 Discussion of change of sequence for feedback (committee review preceding dean review)
- 8.3 Other.

**9. Adjournment**

**10. Review of Sociology report**

Dmitriy Zhiv motioned to adjourn the meeting. The motion was seconded by Nick Cittadino. The motion passed unanimously.

Chris McBride and Dmitri Zhiv reviewed the Sociology Report with the Coordinator.