

# ACADEMIC PROGRAM REVIEW COMMITTEE

Solano Community College

Minutes – Monday February 9, 2015

2:30-4:00pm Room 445

Amy Obegi (Faculty Coordinator), Margaret Abel-Quintero, Kevin Anderson, Anne Belivacqua, Curtiss Brown, Peter Cammish, Lue Cobene, Joseph Conrad, Ferdinanda Florence, Tonmar Johnson, Maurice McKinnon, Pei-lin Van't Hul, Zhanjing-Yu

Meeting began at 2:37pm

1. Agenda approved: first by Lue Cobene, second by Joe Conrad, all approved
2. Program Review Information/Discussion Items:
  - a. The changes to the APR template we discussed last semester were approved by Academic Senate 2-2-15. The changes include changes to the basic skills language, change from Program Level Outcomes and Program Learning Outcomes, and more details about the dean's input in the Program Review process.
  - b. ½ Math and Sciences, Social and Behavioral Sciences, Academic Counseling Programs, Health Sciences were due to dean 2/1/15. School of Math/Sciences faculty were mistakenly told by administration that the reviews were due at the end of February. Once self-studies are completed, they are turned into the dean for feedback. It is the hope that deans will provide feedback within two weeks, and the faculty will have time to integrate this feedback (or not) before it is turned into the APR Committee. Geography, Interdisciplinary Studies, and CIS are waiting for dean's review at present.
  - c. Increased Reassigned Time for APR Faculty Coordinator (.4) for next few semesters. Michael Wyly advocated to VP Minor about the need for more reassigned time for the APR Faculty Coordinator. With the increasing demands of the position (multiple schools undergoing review this year, board presentations, etc.) VP Minor agreed. The increase was approved by the Union, and began Feb. 1, 2015.
  - d. Need more APRC members (especially from Health Science, CTE, Counseling, and Math/Sciences)
  - e. Met with Dean Morinec about status of CTE program reviews. Fire Science, Auto Tech, likely ECON will begin Fall 2015. Real Estate will begin this semester.
  - f. APR Board Presentation, CTE update on 2/18/15 (changed to 3/4/15). The APR Faculty Coordinator will make a short presentation to the board about the APR process, and the 11 CTE programs whose self-studies have been completed and published to the website.
  - g. Changes to transfer data & programmatic data: Peter Cammish informed the committee that if programs send him the list of courses they want analyzed, they can assemble data by program, not just by discipline (sports medicine example shown). He also presented a new way of analyzing transfer students. It looks at a cohort of first time students taking course in a

discipline. Committee members discussed how this can get complicated in some disciplines as some of the students are general education students and some are majors. It can be difficult to know where the majors are transferring to. It was suggested to run the report at the course level rather than at the discipline level for a more detailed analysis.

- h. Fiscal reporting in APR self-study: Discussion about whether all programs should receive with their PR data how much income they are generating for the college. Some thought this would make a positive statement for their programs, others acknowledged that some programs by their nature can't be as financially lucrative (such as many CTE program, nursing, etc.), but are vital to the mission of the college. It was suggested that programs could ask Institutional Research and Planning for this data, but that it wouldn't uniformly be required as part of the report. FTES generated provides a similar indication and is already a part of the report.

### 3. APRC Spring 2015 Goals:

- a. We will have many self-studies to review this semester and next as ½ Math and Sciences, Social and Behavioral Sciences, Academic Counseling Programs, Health Sciences are due
- b. Continue to improve website presence: Work to make access easier for faculty
- c. Create a style sheet: Committee agreed Times New Roman 12 pt. font should be used, and that reports should be stylistically consistent. Lue Cobene agreed to help with a style sheet to add to the template.
- d. Create a PR evaluation: Tonmar Johnson suggested creating a survey to give to programs upon completion of the self-study. We could use the findings to evaluate the effectiveness of the process.
- e. Work to improve ease of student surveys: Faculty have the option to create an online survey (can get Institutional Research and Planning support if needed), or a paper and pencil survey. Scantron possibilities will be looked into more. There is a machine in Admissions and Records that could potentially be used, but there may not enough administrative support in A & R to help. It was suggested we contact adjunct Sociology instructor Richard Harris who is skilled at data analysis.
- f. Provide PR support to faculty (office hours, etc.). Office hours this semester are listed below. If the times don't work, faculty can make an appointment with the APR Faculty Coordinator and/or research and planning.
- g. Discuss curriculum mapping – PR self-studies show that are many curriculum maps that shown "mastery" is never achieved for PLOs. There has been some disagreement about what "mastery" means in the context of PLOs. Recommend having a more lengthy discussion about mapping in the future.

### 4. Pre-Allied Health Self-Study was reviewed

Likely Reviews for March: Geography, Interdisciplinary Studies, CIS, Chemistry, Biology, Nursing

Upcoming meeting dates:

March 9, 2015

March 23, 2015

April 13, 2015

April 27, 2015

May 11, 2015

Program Review Office Hours Room 503:

February 10 1-2pm

February 23 2-3pm

March 10 2-3pm

April 20 2-3pm