

ACADEMIC PROGRAM REVIEW COMMITTEE

Solano Community College

Minutes – Monday April 25, 2016

2:30-4:00pm Room 446

In attendance: Amy Obegi, Joseph Conrad, Vitalis Enemmuo, Lue Cobene, Ferdinanda Florence, Tonmar Johnson, Robert Gabriel

Approval of Agenda, 1st Joe, 2nd Lue, approved unanimously

Approval of Minutes from 4-11-16, 1st Joe, 2nd Lue, approved unanimously

Action Item: The committee voted unanimously to approve that Aeronautics has gone through the program review process and their self-study should now be considered complete and added to the Academic Program Review website.

Discussion/Information Items:

1. There are no current self-studies to review. The status of programs under review is attached. The Senate approved the Assessment Cycle schedule based on the program review cycle. The written feedback for Engineering, Geology, and History has not been written yet. It will be written in late May and distributed to faculty after committee members give their approval.
2. Erin Duane and Ruth Fuller suggested adding an analysis of the library holdings for the department during the program review process. They advocated that adding a section on the library to program review template would enable systematic communication between library faculty and discipline faculty to ensure student's library needs are up-to-date and the collection is current. It would also help the library decide how to best allocate their resources.

Dean Gabriel suggested that we may also want to see if a similar process is needed with counselors.

The committee will discuss the library's ideas in the fall when we have gathered all stakeholder's feedback

3. The Academic Program Review Coordinator shared evaluation forms she created based on the faculty workgroup's discussion about evaluating the program review

process. The group decided we should do an electronic survey of faculty that isn't too lengthy in an effort to get more responses. We decided to ask committee members to do a comprehensive review since they have read so many reviews. We also agreed to get feedback from deans, administration, and stakeholders (basic skills, distance education, curriculum, senate leadership, etc.). It was suggested to meet with the Superintendent-President and the VP of Academic Affairs in person to get their feedback. The APRC coordinator will schedule a meeting after final exams.

4. It was agreed that the APRC faculty coordinator would compile our end of the year report and submit it to the Academic Senate. Joe Conrad suggested that we state regular duties like providing timely feedback as "completed."

Meetings Fall Semester are tentatively the 2nd and 4th Monday of the month between 2:30-4:00pm. The first meeting is tentatively August 22, 2016.