

ACADEMIC PROGRAM REVIEW COMMITTEE  
**Solano Community College**

**Membership:**

Chris McBride – School of Liberal Arts  
Vitalis Enemmuo – Health Sciences  
Ruth Fuller – Library/Counseling  
Maureen Powers – Social and Behavioral Sciences  
Kevin Spoelstra – Applied Technology and Business  
Dmitriy Zhiv – Math

**Ex Officio:**

Robert Gabriel – Dean of Health Sciences  
Office of Research and Planning: Peter  
Cammish and Pei-Lin Van't Hul  
Consultant for VPAA matters—David  
Williams

**In attendance:** Ferdinanda Florence, Chris McBride, Maureen Powers, Kevin Spoelstra, Dmitriy Zhiv, Robert Gabriel, Peter Cammish, and David Williams.

**Minutes – Monday, February 27, 2017**  
**2:30-4:00 pm, Room 902**

1. Approval of Agenda: 1<sup>st</sup> Chris, 2<sup>nd</sup> Robert
2. Public Comment: None
3. Minutes from 2/13/17 –voted for approval without changes—1<sup>st</sup> Dmitriy, 2<sup>nd</sup> Chris
4. Coordinator’s report/Discussion items:
  - a. Coordinator gave an update on the status of programs in program review, and noted that the University Studies and Interdisciplinary Studies Programs were discussed in the same self-study report. Kevin asked about the college’s policy regarding overdue program reviews; though SCC has no college-wide policy, David noted that one approach used in other colleges is to restrict overdue programs to base funding, without options for “upgrades” or extra funding.
  - b. To facilitate the completion of overdue reports, the coordinator has been sending faculty partly-completed templates, with data charts, Educational Master Plan goals, etc. inserted. This help is especially important to assist adjunct faculty. Committee members noted that this “extra help” could set a bad precedent for full-time faculty (after all, all faculty have limited time to work on these reports, and having the coordinator do the legwork would be very handy). Maureen noted that, at her previous college, this legwork was already done, so it’s not so unusual to have the coordinator do this work. Coordinator further noted that most faculty with overdue programs had been contacted, except for Music faculty. David invited Ferd to join him at his scheduled meeting with Music.
  - c. The committee reviewed the draft template for CurriCUNET Program Review Module (Program Review update form). The coordinator asked if there should be a SLO component, as recommended by Assessment Coordinator Amy Obeji. The committee felt that adding yet another layer to the form would be onerous, and suggested that the form, in its draft state, be shared with the Academic Senate. Senators could give faculty constituents a preview of the draft and solicit feedback this semester, so that the form would not come out of left field, if/when it is introduced at Fall Flexcal.

5. Action items: Foreign Language Program Review will be reviewed by Dmitriy and Kevin. Kinesiology faculty will be sent the official feedback from the committee, as the coordinator received no revisions from team members regarding the draft of the APRC feedback letter.
8. Adjournment (approved: 1<sup>st</sup> Dmitriy, 2<sup>nd</sup> Kevin)
9. Astronomy discussion (Chris, Maureen, Ferd, with Kevin attending for training purposes)