

ACADEMIC PROGRAM REVIEW COMMITTEE  
**Solano Community College**

Membership:

Chris McBride –School of Liberal Arts  
Vitalis Enemmuo – Health Sciences  
Katherine (Kitty) Luce – 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  
Peter Cammish –Office of Research and  
Planning  
VPAA David Williams

**Minutes– Monday, August 14, 2017**  
**2:30-4:00 pm, Room 712**

1. Approval of Agenda –1<sup>st</sup> Dimitry; 2<sup>nd</sup> Maureen as amended (Item 5b added).
2. Public Comment –none
3. Minutes from 5/08/17 –vote for approval --1<sup>st</sup> Dimitry; 2<sup>nd</sup> Rob – approved with Kitty and Maureen abstaining, as they were absent from that meeting.
4. **Coordinator’s report** on Flexcal workshops (8/10) and AT&B school meeting (8/11):
  - a. General degrees. David noted how the state’s emphasis on Pathways should inform the modifications/deletions of the general degrees. Creating clear and direct degrees is a social justice and equity issue.
  - b. PR yearly update. No attendees, as the need to update the PR yearly has not yet been disseminated by deans. Coordinator will speak at the Dean’s meeting August 16, 2017, to share the customized update forms. Coordinator noted that the update form mirrors the final portion of the Program Review self-study report (Table 4), so having the AT&B programs complete the update form would be redundant. The committee decided that programs due in Spring should not be required to submit an update the previous Fall.
  - c. Applied Tech & Business customized templates. Coordinator shared examples of templates created for various AT&B programs, noting that some modifications were made to the template to accommodate the data.
5. **Discussion items:**
  - a. Revised template and handbook. Over the summer, the coordinator discussed with Assessment Coordinator Amy Obeji the contents of Table 3 (SLO assessment calendar), and came to the consensus that the chart should match the one in the Assessment handbook, and could be made optional. Maureen expressed concern regarding the “optional” choice, and Peter noted that it might be more useful to have a chart that asks what courses were assessed, how many sections, in what modality, and when they were last assessed. Such a chart would help establish accountability for courses that haven’t been assessed in a while, or haven’t been assessed in a particular modality. The coordinator will include such a chart in the revised template for committee review next time.
  - b. Committee Self-Evaluation. The committee reviewed the Committee Goals and Self-Assessment Template for 2016-17. The committee discussed in particular Part 3, the

assessment narrative. The form will be sent to committee members for further review, and will be voted on, at the next meeting.

6. Programs to be reviewed and assignments:

Water & Wastewater –Kitty; Maureen

Biotechnology (should first be sent to new dean)

Theater Arts (Dean review overdue)

Music (Dean review overdue)

Library (VP review overdue)—Chris, Kevin

Communications (Dean review overdue)—Vitalis, Dmitriy

7. Adjournment:

Future meetings this semester:

August 28

Sept. 11

Sept 25

Oct 9

Oct. 23

Nov. 13

Nov. 27

Dec. 11