ACADEMIC PROGRAM REVIEW COMMITTEE
Solano Community College

Membership:
Ferdinanda Florence—Coordinator
Chris McBride—School of Liberal Arts
Vitalis Enemmuo—Health Sciences
Katherine (Kitty) Luce—Library/Counseling
Maureen Powers—Social & Behavioral Sciences
Kevin Spoelstra—Applied Technology & Business
Dmitriy Zhiv—Math

Ex Officio:

Damany Fisher—Research & Planning
David Williams—VPAA

Absent: Maureen, Kevin, David

Minutes—Monday, Sept. 24, 2018
2:30-4:00 p.m., Room 902

1. Approval of Agenda—1st Dmitriy, 2nd Chris
2. Public Comment –none
3. Approval of Minutes, 9/10/18—1st Dmitriy, 2nd Vitalis
4. Coordinator's report and discussion items
    a. **Senate revision of assessment schedule**: Coordinator will meet with Senate President and other coordinators on Sept. 28 to discuss needed revisions to the schedule. Given the six-year cycle and the present existence of five Schools/Divisions, the programs of only one School/Division should be reviewed each year.
    b. **Possibility of simplifying the Program Review schedule**: Currently, Program Review consists of the six-year/full review, the two-year/abridged review, and the new yearly update. The yearly update was not completed by all programs last year, and has not been integrated in any planning process. The Coordinator proposed eliminating the two-year/abridged review, and adding a CTE component to the yearly update for programs receiving Perkins funding. The Committee discussed an alternative proposal, to eliminate the yearly update and make a two-year/abridged review mandatory for all programs. Program faculty could update their reviews more often, if desired for hiring or other purposes, just as they might modify a course or program in CurricUNET. Integration with a planning process remains a key issue, regardless of how often or in what format such reviews would take place. Coordinator will discuss committee's proposal at the Sept. 28 meeting with Senate President and other coordinators.
    c. **Posting yearly updates online and reorganizing the Program Review webpage for clarity**: The committee discussed the current Solano webpage design, and the need for an easier interface. The page for Program Review currently includes a section with all two-year and six-year program reviews completed since 2013, listed (as links) in alphabetical order. The coordinator proposed reorganizing the list under School and Program headings, with all available program reviews since 2013 (yearly updates, two-year, and six-year) listed under the program heading. Such a format

would make it easier for faculty and administrators to locate the most recent program review report, and new reports/updates could be added easily, without having to move files/links around. The coordinator will contact the college's webmaster (Scott Ota) about reorganizing the page.

d. **CurricUNET module update**: no progress since last meeting. Coordinator raised concerns about the pace of the module's implementation, and noted the administration's interest in possibly pursuing alternate software/systems in the future.

5. Adjournment—1st Dmitriy, 2nd Kitty
6. Review of Real Estate report (Vitalis, Dmitriy)