



Academic Program Review Committee

Minutes

February 10, 2020

Room 902 Conference Room

2:30 pm – 4:00 pm

1. Call to order	Coordinator Ferdinanda Florence called the meeting to order at 2:35 p.m.
2. Roll Call	<p>Committee Members: Ferdinanda Florence (Coordinator), Nick Cittadino (Counseling), Curtiss Brown (Health Science), Chris McBride (Liberal Arts), Dmitriy Zhiv (Math & Science), Rachel Purdie (Social & Behavioral Science); Ex Officio: Sandy Lamba (Dean, Social & Behavioral Science)</p> <p>Absent: Vacant Position (Library); Kevin Spoelstra (Applied Technology & Business)</p>
3. Agenda approval	Dmitriy Zhiv motioned to approve the agenda of February 10, 2020. It was seconded by Curtiss Brown. The motion passed unanimously.
4. Approval of Minutes	Nick Cittadino motioned to approve the minutes of January 27, 2020. The motion was seconded by Curtiss Brown. The motion passed unanimously.
5. Comments from the Public	None.
6. Coordinator Update and Discussion/Information Items	
6.1 Committee membership	<p>The Coordinator noted that in their report to the Academic Senate on February 3, 2020, the Coordinator addressed the ongoing need to fill the Library position on the Committee. The Senate President LaNae Jaimez noted at that time that the Committee may discuss and vote to change the composition of Committee membership. The Committee discussed possible changes, including converting the current Counselor position back to a combined Counselor/Librarian position.</p> <p>The committee recommended returning to this combined position, and also creating an At-Large position. This position might be held by a counselor or librarian; could help faculty get familiar with the process, in anticipation of their upcoming review; or could provide an opportunity for adjunct faculty or new full-time faculty to get familiar with various facets of a program and gain experience with committee work.</p>
6.2 Assign Political Science report	Nick Cittadino and Chris McBride agreed to review the Political Science self-study report in advance of the February 24, 2020 meeting.

6.3 Feedback survey for Social and Behavioral Sciences faculty

The Committee crafted a draft of the questionnaire to be shared with program faculty, once their report has completed the review process. The Committee will review the draft, revise further as necessary, and vote on its finalized form at the February 24 meeting.

6.4 Proposed changes in Coordinator release time

The Coordinator noted that the District has proposed reductions in release time for several Coordinator positions, including the release time for the Program Review Coordinator (from 40% to 30%). The Coordinator noted that they are currently working past their initial three-year commitment, which ended in December 2019. The Coordinator noted their intention to continue in the position, if permitted, through the end of the Fall 2020 semester, but announced that no firm commitment could be made for the Spring 2021 semester or thereafter.

7. Action Items

Vote verifying completion of Program Review Self-Study Reports as recorded on the APCR website. Rachel Purdie motioned to approve the vote; the motion was seconded by Dmitriy Zhiv. The motion passed unanimously.

8. Adjournment

Dmitriy Zhiv motioned to adjourn; the motion was seconded by Chris McBride. The motion passed unanimously. Meeting adjourned at 3:30.

9. Report Discussion

Rachel Purdie and Dmitriy Zhiv reviewed the Anthropology Program report with the Coordinator.