



Academic Program Review Committee

Adopted Minutes

October 28, 2019

Room 902 Conference Room

2:30 pm – 4:00 pm

<p>1. Call to order</p>	<p>Coordinator Ferdinanda Florence called the meeting to order at 2:40 p.m.</p>
<p>2. Roll Call</p>	<p>Committee Members: Ferdinanda Florence (Coordinator), Kevin Spoelstra (Applied Technology & Business), Nick Cittadino (Counseling), Curtiss Brown (Health Science), Rachel Purdie (Social & Behavioral Science)</p> <p>Absent: Chris McBride (Liberal Arts), Dmitriy Zhiv (Math & Science), Vacant Position (Library); Ex Officio: Sandy Lamba (Dean, Social & Behavioral Science)</p>
<p>3. Agenda approval</p>	<p>Nick Cittadino motioned to approve the agenda of October 28, 2019. It was seconded by Curtiss Brown. The motion passed unanimously.</p>
<p>4. Approval of Minutes</p>	<p>Nick Cittadino motioned to approve the minutes of September 30, 2019, as amended. The motion was seconded by Curtiss Brown. The motion passed with Rachel Purdie abstaining.</p>
<p>5. Comments from the Public</p>	<p>There were no comments from the public.</p>
<p>6. Coordinator Update and Discussion/Information Items</p>	
<p>6.1 Standardized student survey</p>	<p>The committee had placed on its yearly goals list the development of a survey for School of Social and Behavioral Sciences (SBS), focused on faculty’s experience with the standardized student survey, and how it might be modified for future use. The coordinator noted that it is difficult to place an added burden of a survey on faculty who are concentrating on completing their reports, and recommended delaying such a survey until the review of SBS reports is complete. Once SBS faculty have submitted their reports, and the reports have moved through the review/feedback process, the Committee will devise and distribute a survey for SBS faculty, to provide feedback on the entire process, including the standardized student survey.</p> <p>The School of Health Sciences (HS) faculty will be encouraged to administer a survey to their students in the Spring 2020 semester; given the limited time available to implement changes, the committee will make some modifications to the survey this semester, based on anecdotal feedback from SBS faculty, before its use by HS faculty. Members reviewed the survey, looked for ways to reduce the number of questions by omitting redundancies. Members further identified questions that would not produce useful answers, when surveys from multiple classes are pooled; for example, a</p>

question about the usefulness of the course textbook produces varied results, depending on which sections are surveyed. Members noted that if students are prompted to identify their particular class or CRN, such questions could be retained, but then the surveys could be construed as, or used as, evaluative tools, focused on student satisfaction with individual instructors.

Members continued discussion related to Question 11, which addresses students' perceptions of emotional safety and freedom of self-expression. To inform the Committee's decision about whether to revise or remove the question, members reviewed work completed by the Senate's Social Justice Task Force, on which Committee member Rachel Purdie had served. The Task Force had created a Social Justice and Equity Survey for students, and had presented their survey questions to the Student Equity and Success Committee (SESC) for feedback; the results of that collaboration were presented to the Senate on February, 25, 2019.

Rachel Purdie shared with Members the origins of the survey, noting that students were informally sharing concerns with faculty about not feeling seen and not feeling emotionally safe on campus. Committee members discussed the importance of students' voices being heard and valued, and the need for some vehicle for students to share their feelings and experiences, whether by an anonymous online survey or a traditional comment box. Members weighed this importance against the concerns of instructor-focused evaluation, and decided that this survey question should be retained but moved to the "Majors Only" portion of the survey, so that students who have presumably taken multiple courses in the program will be asked a broad statement about the emotional environment of the department.

6.2 Program Review template

Committee members continued to discuss and edit the wording of the template that will be distributed to HS faculty in Fall 2020.

7. Action Items

None

8. Upcoming Items

- 8.1 Vote on modified Standardized Student Survey for Senate review (action item)
- 8.2 Finalize PR Template for Senate review (action item)

9. Adjournment

Nick Cittadino called the meeting to adjourn. The motion was seconded by Kevin Spoelstra. The meeting adjourned at 4:00 p.m.

ALL MEETINGS WILL BE HELD FROM 2:30 AM-4:00 PM IN ROOM 902 UNLESS OTHERWISE NOTED

November 25, 2019

December 9, 2019