



## Instructional Program Review and SLOAC Subcommittee

Co-Chairs: Paulette Hopkins and Patricia Manley

**Voting Members:** Paulette Hopkins (Co-Chair, Instructional Admin), Patricia Manley (Co-Chair Faculty/LA), Lou Ascione (Instructional Admin), Wai-Ling Rubic (Faculty/BTCWI), John Salinsky (Faculty/PS), Cheryl Vallejo (Faculty-at-Large, MBEPS), *Vacant* (Faculty-at-Large); Julia McMenamin (Faculty-at-Large/MBEPS), Eli Manalastas (Classified Staff)

**Resource:** Xi Zhang (Research and Planning Analyst); Naomi Grisham (Outcomes and Assessment Coordinator)

Approved on 4/1/2019

### Minutes March 18, 2019

**Present:** Paulette Hopkins, Patricia Manley, Lou Ascione, John Salinsky, Xi Zhang, Naomi Grisham, Eli Jed Manalastas, Julia McMenamin, Wai-Ling Rubic, Cheryl Vallejo

**Guests:**

**Absent:**

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The regular bi-monthly meeting of the Instructional Program Review and SLOAC subcommittee was held on March 18, 2019. The meeting was called to order at 3:08 P.M. by Co-Chair Patricia Manley, a quorum being present.

**Agenda/Minutes.** Moved by Lou Ascione and seconded by John Salinsky to approve the agenda. The previous meetings draft minutes were moved by Cheryl Vallejo with Wai-Ling Rubic seconding to approve the minutes of March 4, 2019 with Ascione and Salinsky abstaining.

**Program Review Survey Feedback and Requested Rubric (Committee).** The displayed rubric was discussed and reviewed by the committee. Revisions to the rubric were conducted during the meeting. Manley suggested someone to pilot this rubric and provide feedback to the committee.

**College Wide Outcomes and Assessment Facilitator Recruitment (Manley/Hopkins).** Jesse Lopez is doing research on mapping out program review for IPR/SLOAC and how robust it can be before we the position can be redesigned. Hopkins emphasized the importance of program review in establishing a foundation. In student services, Grisham reported they've identified a need for one committee format. Program review is now being examined as part of planning influencing institutional effectiveness; there is a possibility of one committee and a benefit to the college in the future. School leads encouraged to have discussions in their schools.

**Committee Composition, Goals and Procedures approved by Academic Affairs, Next Steps – Update**

**(Manley/Hopkins)**. Hopkins reported that Marie McMahon didn't have the wording changed and was tabled for the next meeting. It will be on the next CEC agenda.

**Revisit Disaggregation Plan – ACCJC Recommendation #2 (Manley/Grisham)**. Manley sent out an email asking for volunteers for the second pilot program. She will send out another email for more volunteers. This pilot program will be planned for Fall 2019.

**Create Instructions for Faculty on how to complete Program Review Update due April 19, 2019 (Manley)**.

Manley sent out instructions and video for program review update.

Motion made by Ascione and seconded by Salinsky to adjourn the meeting at 4:31 P.M.

*Eli Jed Manalastas*