



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), Anne Gloag (Faculty/MBEPS), *Vacant* (Faculty-at-Large); Julia McMenamain (Faculty-at-Large/MBEPS), Eli Manalastas (Classified Staff)

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

Approved 10/7/2019

Minutes September 16, 2019

Present: Paulette Hopkins, Patricia Manley, Eli Manalastas, John Salinsky, Julia McMenamain, Wai-Ling Rubic

Guests: Daniel Miramontez, Linda Woods, Teresa Warner, Xi Zhang

Absent: Anne Gloag (sent Julia McMenamain as proxy)

The regular bi-monthly meeting of the Instructional Program Review and SLOAC subcommittee was held on September 16, 2019. The meeting was called to order at 3:07 P.M. by Co-Chair Patricia Manley, a quorum being present.

Agenda/Minutes. Moved by John Salinsky and seconded by Julia McMenamain to approve the agenda. The previous meetings draft minutes were and moved by Paulette Hopkins with John Salinsky seconding to approve the minutes of May 6, 2019 with all in favor.

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

(Manley/Hopkins). Manley reported the Committee Goals and Committee Procedures haven't been changed and won't be changed until the governance handbook is updated. Manley will request if we can get the website updated at least.

Committee Recruitment (At Large Position) (Manley). Manley reported that she received interest from Anne Gloag in volunteering for the committee. Julia McMenamain will remain as faculty-at-large and Anne Gloag will be Faculty for MBEPS. Manley will look into other volunteers.

IPR/SLOAC Committee Calendar Review (Manley/Hopkins). January 27th meeting will still be held. Remove February 10th meeting from calendar. Motion made by Wai-Ling, seconded by John Salinsky.

Outcomes and Assessment Coordinator Discussion (Miramontez). Daniel Miramontez shared that this position is 60% assignment time covering different areas of the campus --- with the largest being instruction. He explained how the position has grown since 2002. Hopkins explained that the committee is seeking help with regards to program review from the outcomes assessment position. Manley explained we've moved beyond on how to create SLOs but now need to focus more on developing quality program review. The committee would like the outcomes and assessment position to accomplish what it did for SLOs, and do the same for program review. Miramontez stated that the position can help tighten the process and implementation, the quality piece needs to be not just the onus of one person but possibly the committee. John Salinsky shared that maybe the faculty don't see the value attached to the entire process of program review. We need more workshops showing the importance and then tying it to the resources, Zhang states.

SLO Disaggregation courses. (Hopkins/Manley). Instructors who are doing disaggregation have been emailed by Manley. Will try to obtain ESU's for the lead instructors in collecting data from the adjuncts for this disaggregation.

BRDS Reports (Manalastas). Eli Manalastas gave an update on the BRDS report on how he ran the reports and they have been sent to the Deans for distribution to their department chairs. He will now only run the reports again at the request of the Deans if there are revisions to the program review.

Motion made by Wai-Ling and seconded by Julia McMenamain to adjourn the meeting at 4:23 P.M.

Eli Jed Manalastas