

INSTRUCTIONAL PROGRAM REVIEW AND SLOAC SUBCOMMITTEE

Co-Chairs: Paulette Hopkins and Julia McMenammin

APPROVED 11/07/16

Minutes of October 31, 2016

Voting Members: Paulette Hopkins (Co-Chair, Instructional Admin), Fred Garces (Instructional Admin), Dan Willkie (Faculty, BTCWI), John Salinsky (Faculty, PS), Alex Sanchez (Faculty-at-Large, MBEPS), Laura Murphy (Faculty-at-Large/MBEPS); Julia McMenammin (Co-Chair and Faculty-at-Large/MBEPS)

Non-voting/Resource: Xi Zhang (Research and Planning Analyst), Katinea Todd (Staff, Instruction)

Present: Paulette Hopkins, Alex Sanchez, Julia McMenammin, Xi Zhang, Laura Murphy, Katinea Todd; Guest: Wai-Ling Rubic

Absent: Fred Garces, Dan Willkie, John Salinsky

The regular bi-monthly meeting of the Instructional Program Review and SLOAC Subcommittee was held on October 31, 2016. The meeting was called to order at 3:17 p.m. by Co-Chair Julia McMenammin, a quorum being present.

Agenda/Minutes. It was moved by Alex Sanchez, seconded by Laura Murphy, and unanimously carried to revise the agenda to start with New Business and to add SLO Disaggregation. It was moved by Murphy, seconded by Paulette Hopkins, and unanimously carried to approve the revised agenda. Approval of the minutes of the October 3rd and October 17th meetings were postponed.

Curriculum and Instructional Program Chart. The committee reviewed the draft Curriculum and Instructional Program Chart which was emailed to the committee for review prior to this meeting. Murphy discussed the changes to some of the awards and some of the subject areas which the committee is to approve and move forward. She advised that the changes will have an effect on TaskStream and that this committee would be responsible for translating the information into TaskStream. It was agreed by consensus that McMenammin

would communicate this committee's approval to the Curriculum Committee chair, Murphy will update the names in TaskStream, and McMenamin will reach out to the chairs to inform them when they have new awards which will require assessment.

Outcomes and Assessment Committee. Murphy reported that she advised the College Governance Committee that this committee supports the idea of separating Outcomes & Assessment from Program Review. CGC was receptive, but recommended that if we're going to make this change we should concurrently change how PR will be managed because if that function is taken out, all the PR committee's functions will change. CGC recommended going back to the Planning & Institutional Effectiveness Committee to get both pieces set and to bring both of them forward at once. The idea would be that we would consolidate PR into a single group and outcomes assessment into a single group. Murphy volunteered to contact the chairs of Student Services PR, Administrative Services PR, and the Instructional Support Services PR group and invite whomever is interested to get together and discuss consolidation. The committees should then take it to PIEC

SLO Academic Senate Statement Update. The Academic Senate Accreditation taskforce will review concerns regarding the statement on Nov. 1st.

Program Review Website/Diagram. Murphy presented and discussed the diagram requested by the PIEC which would illustrate the PR process. There was input from the committee, and Murphy will revise the diagram for review at the next meeting.

Timeline for Program Review. Hopkins took the recommended timeline to Academic Affairs on October 20th and will request its approval at the next meeting.

SLO Disaggregation Plan. The committee continued its discussion on SLO disaggregation and Murphy recommended keeping the focus narrow, perhaps on the course level and one course per school. Hopkins advised that we could request volunteers by course and she is already aware of some instructors who are willing to disaggregate their courses. The committee discussed possible alternatives and methods. Discussion will continue at the next meeting.

Suggested Items for Next Meeting. There will be 35 minutes of work time at the beginning of the meeting; review of the prior minutes; Murphy will bring back the PR diagram and narrative; Quality Focus Essay and Self-Evaluation Report; continue review of the new SLO website, and continue discussion on disaggregation.

Adjournment. The meeting was adjourned at 4:31 p.m.

Katinea A. Todd