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| Academic Program Review CommitteeMinutes |
| may 6, 2015 | 1:00-2:50 pm | 411 B |
| Quorum = 5 members |
| note taker | Angie Arietti |
| Attendees | Susan Yonker, Chair AS Vice President | ~~Thomas Murray, School of Social Sciences, Business & Humanities~~ |
| ~~Andrew Rempt, AS President-Elect~~ | ~~Mark Meadows-Representative, Deans’ Council~~  |
| Vacant-School of Arts & Communications | Vacant-HEC Representative |
| Vacant-School of Continuing Ed., Economic and Workforce Development | Arnold Josafat-Instructional Support Services |
| ~~Maya Bloch, School of Counseling and Personal Development~~ | Nicolas De Meo-Part-Time Faculty |
| Walt Justice, School of Health, Exercise Science, Athletics & Applied Technology | Randy Beach, Resource IPROC Coordinator |
| ~~Lynn Pollock-School of Language & Literature~~ | ~~Veronica Burton, Resource Articulations Officer~~ |
| Margie Stinson, School of Math, Science & Engineering | ~~Linda Hensley, Resource Office of Institutional Effectiveness~~ |
| GUEST/s | Patti Flores-Charter, Academic Senate President |  |
| **Call to Order/Approval of Agenda**  | Susan Yonker |
| Action | The Meeting was called to order at 1:00 p.m.  |
| **Public Comment**  | Susan Yonker |
| discussion | There was no public comment made. |
| **Approval of Minutes from 04/15/15** | Susan Yonker |
| action | We did not have a quorum to approve the minutes. |
| **Updates**  | Susan Yonker |
| ACTION | The committee discussed the process to announce a “bye” year for academic program reviews. Susan will send out a global email and make sure that programs know that they can do a comprehensive APR if they want. She will send individual emails to Astronomy and World Languages who got permission to defer their comprehensive APR’s for one year. Those will be due. There was a suggestion to put which month the comprehensives were actually going to be due on the top of the columns in the APR Cycle form so it is clear for each department to see. It was noted that Biology was accidentally placed in the Comprehensive 2017-2018 column twice and an “L” need to be added at the end of the acronym. Walt is going to check what the proper acronym for Exercise Science and Athletics is and report back. We also need to make sure that we let Randy know as well.  |
| **APRC Meeting Schedule 2015-16**  | Susan Yonker |
| discussion | The committee decided not to meet on May 20th. Angie will send out a cancellation. Susan sent out our new meeting dates for fall and spring. There was a suggestion to have the committee start meeting at 1:15 in the fall due to the block calendar. It was also recommended to have the important items that needed to be voted on placed at the beginning of the agenda so we could have the meetings last an hour. Angie will send out the new Outlook invites.  |
|  **Component V** | Susan Yonker |
| discussion | Component IV: This was reviewed again to finalize. The edits were started, but no resolution on the questions or content desired as the questions we have will result in the same information for every program.Delta’s APR does not go into as much detail on data analysis. The faculty members use the data to build support for requests.Component V: The committee started to review the items. Under the Reflective Narrative Questions, the committee decided to remove the first two questions. When the question asks to give examples of how the program uses SLOs to modify instruction, it was suggested to take a look at page 11 of Delta’s example. They will continue this in the fall semester. Susan will work on this over the summer. |
| **Adjournment** | Susan Yonker |
|  | The meeting was adjourned at 1:50 p.m.  |
| The next meeting will be September 2, 2015 from 1:15-2:15 p.m. in L 246. |