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| Academic Program Review CommitteeMinutes |
| september 16, 2015 | 1:15-2:15 pm | L 246 |
| Quorum = 4 members |
| note taker | Angie Arietti |
| Attendees | Susan Yonker, Chair AS Vice President | Yvonne Lucas, 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 | Vacant-Part-Time Faculty |
| ~~Dionicio Monarrez, 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 1:15 p.m.  |
| **Public Comment**  | Susan Yonker |
| discussion | There was no public comment made. |
| **Approval of Minutes from 05/06/15** | Susan Yonker |
| action | The minutes were approved as presented. |
| **Updates: Astronomy and WL; Online Comp**  | Susan Yonker |
| info | We made an exception and gave Astronomy an additional year to complete their APR this year instead of next year. Since we have a “bye” year this year for all APR’s, Astronomy has decided to go ahead and complete their APR this year. This is also because the department faculty know that the new MSE building is going to be ready and they wanted to do the APR this year.World Languages had their APR deferred to this year. They are considering whether to complete theirs this year, perhaps in spring or extend until next year and have the “bye” as others have an additional year after this.We discussed whether our committee should be making decisions about when programs turn in their APR’s. Patti explained that in the past this committee did make decisions about deferrals; however, during that time, we had so many requesting deferrals that the APR Committee was overwhelmed with too many APR’s in one year. Now that we have incentive with FHP and funding priorities, fewer programs are requesting deferrals. World Languages understands that the APR Committee was overwhelmed with too many APR’s in one year.The committee agrees to the requests and will monitor the number of requests for deferrals so that it does not overwhelm the committee or result in complaints by other programs that meet timelines.Also, with the retirements we need to have a plan to make sure that programs that lose all full-time faculty or enough faculty have a way to complete their APRs on time. Patti explained that in the past, the committee decided that if there were not faculty to do the APR, then the dean would find a solution. Options have been found. For example, a part-time faculty member with the help of a full-time member or the dean complete the APR with a stipend. |
| **Program Review: Purpose** | Susan Yonker |
|  discussion | The committee discussed what is important to be included in the APR. The discussion evolved around whether we need the level of detail in each component that we have now. Since many faculty members are retiring now, we may want to keep the level of detail in the APR to hold the history for a department. A question was asked as to what the standards say we want to look at in terms of our programs and the faculty that teach the courses, etc.? If we look at the way that we evaluate our programs and the resources/people in our program, then we should stick with what the standards are calling on us to evaluate. If we want to include any additional stuff, such as awards and how program faculty have developed, you could choose to do that in program review in a different format.  |
|  **Component V: Criterion 2** | Susan Yonker |
| discussion | (Committee decided to look at page 10 Component V: Criterion 2)This committee had a very lengthy discussion on this section. 2.1: Susan did speak with the union representative who said that the union is involved in the evaluation process. They do not have any say over the selection. 2.5 There was a suggestion to make this optional.Narrative Questions: It was decided to keep all of the narrative questions on page 10. |
| **Adjournment** | Susan Yonker |
|  | The meeting was adjourned at 2:15 p.m.  |
| The next meeting will be October 7, 2015 from 1:15-2:15 p.m. in L 246. |