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| Academic Program Review CommitteeMinutes |
| February 17, 2016 | 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  |
| Thomas Murray-School of Arts & Communications | Vacant-HEC Representative |
| Vacant-School of Continuing Ed., Economic and Workforce Development | Arnold Josafat-Instructional Support Services |
| Vacant- School of Counseling and Personal Development | Laura Brooks-Part-Time Faculty |
| Dionicio Monarrez, School of Health, Exercise Science, Athletics & Applied Technology | ~~Randy Beach, Resource IPROC Coordinator~~ |
| Vacant-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. The agenda was approved as presented. |
| **Public Comment**  | Susan Yonker |
| discussion | No comments were made at this time. |
| **Approval of Minutes from 12/02/15** | Susan Yonker |
| action | The minutes were approved as presented. |
| **Updates: eLumen, Program Review Cycle** | Susan Yonker |
| action | eLumen: Susan made a list of rationale of why we went with eLumen. * We looked at 3 other systems that are used by other colleges in the state: Trak Dat and two others. They weren’t qualitatively better than eLumen, but were about $80,000 a year to subscribe to them.
* Curricunet didn’t even rank because it was poorly rated. They had something called PR Net and found that they had to wait two years after signing a contract to get a programmer to actually set it up for them.
* We already have a license for eLumen and it interfaces with everything, so we basically already own it.
* On March 10th, Katie will be coming to help us build eLumen.
* There is no financial commitment to eLumen. If it doesn’t work out, we can back out at any time.

Concerns: Please make sure that when we no longer choose to use eLumen, perhaps in ten years, that all past SLO data and APR data is ours and that we are able to access it at any point and a member is not sure that this has been addressed. We will be meeting with eLumen in March, so these are good questions to bring up when the college meets with the representatives. There was also a suggestion to see more uniformed connectivity with Program Review and the Snapshot. Susan did speak with Patti and it appears that the Snapshot seemed to take on a life of its own. Faculty are hoping to work on program review on their own time (like in the summer). Another thing that people were discussing is about doing program review in spring, but we don’t have our data until July. So that would mean using the data from the previous year. We would be looking at a 5-year spread. eLumen Update: The meetings are happening and Susan wanted to let this committee know that she has class during most of it. She is only able to attend from 11:00-11:30 a.m. and she let Linda Gilstrap know that and Linda agreed to put her first on the agenda for any concerns that we bring forward, but she also wanted to invite another member who would be able to stay for the entire time. The next meeting is Monday, February 29th from 11:00 a.m.-1:00 p.m. so please check your calendar and let me know if you are available and interested in attending this meeting. Program Review Cycle: Our discussion of moving to a four-year APR cycle is on hold. There was a suggestion to bring all options to the Senate to get the opinions of the larger body. |
| **CTE Governing Board Report Addendum** | susan yonker |
| info | Tom Luibel responded to our request for CTE concerns. You have to do the Govenor’s Board Report every other year. He would like to see the Program Review and that report attached. He wants CTE Governing Board Report as an addendum to the Academic Program Review snapshot and comprehensive. Adding the CTE Governing Board Report is a simple addendum that allows for incorporation into the APR for the given program. Susan needs to ask Tom if he wants to integrate anything electronically.In the meantime, while Angie is taking the minutes, is there anything that you want to see in the electronic Program Review that you feel is a “Must Have?” One thing that we had agreed on was:* That the program has the ability to include charts.
* Not to limit the number of characters in the textbox.
* To be able to save and come back and edit or be able to save and be able to send out and be able to print or share it.
* Data must be transferred in electronically.
* It should be able to match up with Curricunet.
* When eLumen does an update, we need to get notified.
* We need to insist on adequate support.
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| **eLumen Program Review Module** | susan yonker |
| info | February 29th: Representatives Report out.March 10th: eLumen is going to be built.Margie may be able to make the meeting for February 29th. Everyone needs to go back to their constituents and ask: When Academic Program Review goes electronic to eLumen, what is it that you need? |
| **Adjournment** | Susan Yonker |
|  | The meeting was adjourned at 2:15 p.m.  |
| The next meeting will be March 2, 2016 from 1:15-2:15 p.m. in L 246. |