



Instructional Program Review and SLOAC Subcommittee

Co-Chairs: Paulette Hopkins and Julia McMenamin

Voting Members: Paulette Hopkins (Co-Chair, Instructional Admin), Lou Ascione (Instructional Admin), Wai-Ling Rubic (Faculty/BTCWI), Patricia Manley (Faculty/LA), John Salinsky (Faculty/PS), Alex Sanchez (Faculty-at-Large, MBEPS), Olga Fryszman (Faculty-at-Large/MBEPS); Julia McMenamin (Co-Chair and Faculty-at-Large/MBEPS)

Resource: Xi Zhang (Research and Planning Analyst); Eli Manalastas (Administrative Technician to the Vice President of Instruction)

Approved 4/30/2018

Minutes of April 16, 2018

Present: Paulette Hopkins, Julia McMenamin, Patricia Manley, Alex Sanchez, Wai-Ling Rubic, John Salinsky, Olga Fryszman, Lou Ascione

Guests: Linda Woods, Eli Manalastas, Kevin Petti, Jesse Lopez, Ben Gamboa, Dawn DiMarzo, Joe Young, George Beitey

Absent: Xi Zhang

The regular bi-monthly meeting of the Instructional Program Review and SLOAC subcommittee was held on April 16, 2018. The meeting was called to order at 3:16 P.M. by Chair Julia McMenamin, a quorum being present.

Agenda/Minutes. Moved by John Salinsky and seconded by Olga Fryszman to approve the agenda. It was moved by John Salinsky and seconded by Patricia Manley to approve the minutes of April 2, 2018 under the condition Eli Manalastas to correct attendance from the last meeting.

Vote for a New Co-Chair for IPR/SLOAC (Committee). Patricia Manley was unanimously voted by committee to be the new co-chair for IPR/SLOAC after Julia McMenamin's term is up this spring.

Recommendation Regarding Program Review Related Tasks, Review Time Allotted to Complete Program Review Tasks (Murphy, McMenamin, Grisham, Committee). McMenamin displayed the list of duties as co-chair of IPR/SLOAC and hours dedicated to that position. Committee felt that the hours projected were overestimates in some areas, because having a POC from each school lessened the burden on the co-chair. The committee revised and edited some of the hours. Hopkins requested McMenamin to make a table version of her list of duties as co-chair. Hopkins also reported that she had a meeting with Naomi Grisham she would report on a different list. Hopkins brought up the idea of having one meeting per month, but because of the ACCJC recommendations tasked to the committee, having two meetings twice a month was the best option to continue with.

Update/Send New Email to Department Chairs (Committee). Another reminder email will be sent.

Updated from Academic Affairs/Senate: Disaggregation Pilot Results (Committee). McMenamin reported that the recommendations from the disaggregation pilot passed Academic Affairs and Academic Senate and is now at the College Executive Committee. It is currently in the second reading stage. The issue raised at CEC was that PRIE shouldn't be the only one in charge of collecting ED plan data, because they do not have the information in the first place. Student services currently has this information. The difficult part is implementing these recommendations if it passes CEC. Hopkins thinks we have to wait until Campus Solutions becomes live to help with the ED plan. Implementation of the other recommendations will be further discussed at the next meeting.

Discuss ISLO Survey Results/Discuss ISLO Survey Results with other Committees (Committee) Tabled.

Discussion on ACCJC Recommendation #3: Evaluating Program Review Process (Committee). Jesse Lopez and Benjamin Gamboa offered fresh insight on their experience from their previous institutions of conducting a survey and evaluating its feedback on how to improve the program review process. The committee liked the idea of the survey and will discuss it more at the upcoming meetings.

Create new ISLO Survey for Spring 2019 (Committee). Tabled.

Train on Committee on Taskstream workspaces (Committee). Tabled.

Adjournment. The meeting was adjourned by Julia McMenamin at 4:35 P.M.

Eli Jed Manalastas