



## Instructional Program Review and SLOAC Subcommittee

Co-Chairs: Paulette Hopkins and Patricia Manley

**Voting Members:** Paulette Hopkins (Co-Chair, Instructional Admin), Patricia Manley (Co-Chair Faculty/LA), Lou Ascione (Instructional Admin), Wai-Ling Rubic (Faculty/BTCWI), John Salinsky (Faculty/PS), Cheryl Vallejo (Faculty-at-Large, MBEPS), *Vacant* (Faculty-at-Large); Julia McMenamain (Faculty-at-Large/MBEPS), Eli Manalastas (Classified Staff)

**Resource:** Xi Zhang (Research and Planning Analyst); Naomi Grisham (Outcomes and Assessment Coordinator)

Approved on 9/16/2019

### Minutes May 6, 2019

**Present:** Paulette Hopkins, Patricia Manley, Lou Ascione, Xi Zhang, Eli Jed Manalastas, Julia McMenamain, Cheryl Vallejo, Naomi Grisham, John Salinsky

**Guests:**

**Absent:** Wai-Ling Rubic

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The regular bi-monthly meeting of the Instructional Program Review and SLOAC subcommittee was held on May 6, 2019. The meeting was called to order at 3:08 P.M. by Co-Chair Patricia Manley, a quorum being present.

**Agenda/Minutes.** Moved by Cheryl Vallejo and seconded by John Salinsky to approve the agenda. The previous meetings draft minutes were moved by Eli Manalastas with Cheryl Vallejo seconding to approve the minutes of April 15, 2019 with all in favor.

**Committee Recruitment (At Large Position) (Manley).** Julia McMenamain will fill in Faculty-at-Large position being vacated by Cheryl Vallejo in the committee. Potential new hires can serve on the IPR/SLOAC subcommittee. Manley will share an email out to the chairs.

**Graduation Survey (Grisham).** Naomi Grisham discussed graduation survey with Cheryl Barnard about incorporating some questions that relate to all our ISLOs. This can be an indirect measurement from our graduating students. This survey has been shared with the research department and will be distributed this graduation.

**April 19<sup>th</sup> SLO Conference Discussion (Grisham/Manley).** Grisham and Manley attended a regional conference and discussed about reframing ISLOs. Best practices, incorporating guided pathways, how are we demonstrating student learning outside of grades and transcripts. Another conference will be held in the Fall to continue to share information.

**Program Review Status Updated (Manley/Manalastas).** Interdisciplinary studies will be meeting on Thursday to discuss their incomplete program review status. Entrepreneurship, public administration, and computer science will not be able to request for BRDS funds because they currently don't have any action plan. Eli Manalastas will have reporting access and run BRDS reports.

**Program Review Data (Zhang).** Piloting data tool this year, is there anything else that should be added to this data tool? David Wilhelm wanted to survey his students that will be administered to his capstone classes. Surveying at a program level is easier for CTE courses as opposed to HIST/ENGL programs.

**Plan to Pilot Outcomes Survey (Fall) and Program Review (Spring 2020).** Email will be send out to those who volunteered their courses by Manley. Hopkins inquired if this pilot can be tied to Guided Pathways for funding. Grisham will look into it more.

**Program Review Survey Feedback and Requested Rubric (Committee).** This rubric should be previewed at the chairs meeting in the Fall.

**College Wide Outcomes and Assessment Facilitator Recruitment (Manley/Hopkins).** Congratulations to Naomi Grisham for continuing this role.

**Committee Composition, Goals and Procedures approved by Academic Affairs, Next Steps - Update (Manley/Hopkins).** Manley hasn't heard any updated about changes in the handbook or the website from Marie McMahon and Laura Murphy. Though changes haven't been made official, the subcommittee can make changes operationally in their agenda.

Motion made by Cheryl Vallejo and seconded by Ascione to adjourn the meeting at 3:55 P.M.

*Eli Jed Manalastas*