



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), Anne Gloag (Faculty/MBEPS), *Vacant* (Faculty-at-Large); Julia McMenamin (Faculty-at-Large/MBEPS), Eli Manalastas (Classified Staff)

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

Approved 10/21/2019

Minutes October 7, 2019

Present: Paulette Hopkins, Patricia Manley, Lou Ascione, Wai-Ling Rubic, Anne Gloag, John Salinsky, Julia McMenamin

Guests: Xi Zhang, Gail Warner

Absent:

The regular bi-monthly meeting of the Instructional Program Review and SLOAC subcommittee was held on October 7, 2019. The meeting was called to order at 3:10 P.M. by Co-Chair Patricia Manley, a quorum being present.

Agenda/Minutes. Moved by John Salinsky and seconded by Wai-Ling Rubic to approve the agenda. The previous meetings draft minutes were moved by Lou Ascione with Rubic seconding to approve the minutes of September 16, 2019 with all in favor.

Program Review Deadline (Manley/Hopkins). It was moved by Ascione seconded by Rubic to make April 17th, 2020 the deadline for program review.

Program Review Rubric (Manley/Zhang). The program review rubric was updated and reviewed by the committee. Xi Zhang stated that this simple rubric includes the key elements program leads should include. She went into further detail about the different parts of the rubric. The cycle in April is not a full program review; do we want to roll out the rubric now for guidance? The committee likes the idea of people exposed to the rubric earlier, the better. Hopkins recommended bringing the program review rubric to Chair of chairs meeting and asking for feedback on distribution.

Program Review Training (Spring 2020). Manley suggested we hold open office sessions on March 16th and April

6th.

SLO Disaggregation courses. (Hopkins/Manley). Manley reported she possibly might have an eighth course. She will meet with Lisa Brewster and Lisa Clarke to discuss and seek funding for ESU's.

BRDS Reports (Manalastas). The next BRDS meeting will be the time when faculty can talk about their items.

Committee Composition, Goals and Procedures approved by Academic Affairs, Next Steps- Website Update (Manley/Hopkins). Manley will share with Eli the approved changes and update the IPR/SLOAC subcommittee webpage.

Committee Recruitment (At Large Positions) Manley. Dean Ascione will look into another faculty member from his school to fill the remaining at-large position.

Outcomes and Assessment Coordinator Discussion (Hopkins/Manley). Hopkins shared with the committee that she sent in an email to Daniel Miramontez about the having the lens of the quality of program review with the outcomes assessment coordinator position.

Motion made by Lou Ascione and seconded by Wai-Ling Rubic to adjourn the meeting at 4:04 P.M.

Eli Jed Manalastas