SAN DIEGO
MIRAMAR | OFFICE OF
COLLEGE | INSTRUCTIONAL
SERVICES

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); Wai-Ling Rubic (Outcomes and Assessment Coordinator)

Approved 4/20/2020

Minutes April 6, 2020

Present: Paulette Hopkins, Patricia Manley, Eli Manalastas, Anng Gloag, Julia McMenamin, Wai-Ling Rubic, John Salinsky
Guests: Linda Woods
Absent: Lou Ascione

The regular bi-monthly meeting of the Instructional Program Review and SLOAC subcommittee was held on April 6, 2020. The meeting was called to order at 3:04 P.M. by Co-Chair Patricia Manley, a quorum being present.

Agenda/Minutes. Moved by **Julia McMenamin** and seconded by **Wai-Ling Rubic** to approve the agenda with all in favor and no abstentions. Moved by **Rubic** with **Eli Manalastas** seconding to approve the minutes of March 2, 2020 with all in favor and no abstentions.

COVID-19 Impact on Future Meetings. The three remaining IPR/SLOAC subcommittee meetings will be all held via Zoom due to COVID-19. All committee members were in agreement of this plan moving forward.

Program Review Training and Deadline. Manley wanted feedback on extending the program review update deadline from April 17th to September 1st. By extending this deadline, this will give an opportunity for faculty for to review their programs' online environment they are currently in. After much discussion on other dates it was agreed that a deadline of Friday, August 14th – the week of FLEX workshops for professional development activities for submission of program review. The Deans have a deadline of September 15 to submit their program review to VPI. VPI will have an October 1st deadline to submit program review to the President. A motion was made to make Friday, August 14th the deadline for faculty, September 15th for the Deans, and October 1st for the

VPI to submit program review update. Moved by **Rubic** and seconded by **Gloag,** the motion was carried forward with all in favor and none opposed and will be brought forward to Academic Affairs on Thursday, April 16th.

Program Review Rubric. Zhang brought this rubric onto the agenda to ask the committee if this rubric should be piloted during this round of program review. **Manley** would like to see the topics on the rubric to mirror the order that is in Taskstream. **Manley** will email **Zhang** the order in a separate email to be revised. **Action:** Email revised rubric to the committee. A recommendation was made by **Rubic** to bring this program review rubric as guidance for this round of program review to Academic Affairs, seconded by **Gloag** with all in favor and none opposed, this motion carried forward.

College Governance Handbook Information. According to **Laura Murphy,** things are on hold until Fall 2020. **Manley** shared her concern with **Murphy,** under the new plan for the committee that the lack of faculty at large positions presents a problem with flexibility and filling committee membership. A motion was made by **Gloag** to recommend to the College Governance Committee that the new IPR/SLOAC committee have an additional two at large faculty positions, seconded by **Salinsky**, with all in favor and none opposed, and motion carries forward.

Updated Instructional Program Dashboard in Tableau. Zhang shared that there are no updates and shared the link to the online PREDD with the committee during the zoom session. She shared with **Dean Woods**, how the online version of the PREDD contains suppressed information which hides courses that are taught by a single instructor or courses with enrollment less than eleven students. To view the hardcopy (PDF's) of the suppressed courses it was decided that the Office of Instruction will be the keeper of the files and will find a solution on where it can be housed and accessed by the Deans.

Canvas and SLOs. Nothing to report.

SLO Disaggregation courses. (Hopkins/Manley). Manley shared with the committee the PowerPoint with results from the eight courses that participated in another round of the SLO Disaggregation. **Manley** broke down each course and the areas where more in depth review or assessing of SLO's can take place. **Rubic** shared with the group that with the mid-term review we have to look at potential equity issues in the coming years.

Committee Recruitment (BTCWI & Faculty At Large Positions). Manley again emphasized the importance of having faculty at large positions in the new committee.

Motion made by **McMenamin** and seconded by **Manalastas** to adjourn the meeting at 4:27 P.M.

Eli Jed Manalastas