



Instructional Program Review and SLOAC Subcommittee

Co-Chairs: Jesse Lopez and Patricia Manley

Voting Members: Jesse Lopez (Co-Chair, Instructional Admin), Patricia Manley (Co-Chair Faculty/LA), Lou Ascione (Instructional Admin), Wai-Ling Rubic (Faculty/BTCWI), *Vacant* (Faculty/PS), Anne Gloag (Faculty/MBEPS), *Vacant* (Faculty-at-Large); Julia McMenemy (Faculty-at-Large/MBEPS), Eli Manalastas (Classified Staff)

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

[Approved 3/1/2021](#)

Minutes of January 25, 2021

Present: Patricia Manley, Jesse Lopez, Eli Manalastas, Julia McMenemy, Wai-Ling Rubic, Anne-Gloag

Guests: Linda Woods, Dawn DiMarzo, Alex Stiller-Shulman, Jill Griggs, Rekha, Xi Zhang, Angie Smith, Lesley Pearson, Carrie Green

Absent: Lou Ascione

The regular bi-monthly meeting of the Instructional Program Review and SLOAC subcommittee was held on January 25, 2021. The meeting was called to order at 11:02 A.M. by Co-Chair Patricia Manley, a quorum being present.

Agenda/Minutes. Moved by Eli Manalastas and seconded by Julia McMenemy to approve the agenda with the adjustments, with all in favor and no abstentions. Moved by Wai-Ling Rubic with Manalastas seconding to approve the minutes of November 16, 2020 with all in favor and with none abstaining.

Program Review FLEX Presentation. Manley explained what needs to be done in the current cycle and what to expect for the next cycle in Taskstream. Action plans need to be updated in the 2020-2021 cycle. The 2021-2024 cycle will begin in April and will last for three years. Review program goals if they need revision or updating for the next cycle. Manley and Manalastas to check the strategic goals are updated in Taskstream under Program Goals.

Program Review Training & Handbook. Manley stated that handbook is currently being developed and previewed it briefly to the committee. Program analysis is conducted in the beginning to establish goals, but Manley thinks it should be reviewed every year. Should the handbook include instructions to look back and update/review their analysis for every program update? The child development and math department practice this. Manley requested the committee to review the templates specifically that are in the handbook. Linda Woods suggested in the resource narrative to be similar how we do BRDS?

Committee Status/Campus wide Program Review/SLO Committee. Manley has not heard anything regarding the committee status. Lopez, states that it's a status quo until a formal update is announced.

Updates from SLO Coordinator. Nothing to report.

Outcomes & Program Review Coordinator Positions Discussion. Lopez has not heard anything from Daniel Miramontez.

Program Review Survey. Xi Zhang will share results in the next meeting.

Motion made by **Wai-Ling Rubic** and seconded by **Anne Gloag** to adjourn the meeting at 12:06 P.M.

Eli Jed Manalastas