

MINUTES

May 17, 2022 1:30pm ZOOM# 8182401000

PROGRAM REVIEW COMMITTEE

Present: Stacy Jazan (Co-Chair & Senate), Daphne Dionisio (Co-Chair & Administrator), Marie Voskanyan (ASGCC), Shayan Koshkefi (ASGCC), Leticia Estrada (CSEA), Nonah Maffit (CSEA), Tomas Aguirre (Joint Faculty), Beth Kronbeck (Guild), Ed Karpp (Administration)

Absent: Shayan Koshkefi (ASGCC), Marie Voskanyan (ASGCC), Rosemarie Shamieh (Joint Faculty), Francien Rohrbacher (Resource), Yvette Ybarra (Resource)

Quorum: 7/10

Call to Order: Meeting called to order at: 1:32 p.m.

Review of Minutes: The Program Review Minutes from March 15, 2022, were reviewed.

It was MSC (Maffit/Karpp) that the Minutes from March 15, 2022, were approved without corrections.

Old Business:

- I. Redesign form: new ACCJC Standards, equity, loop-closing outcomes, innovation
 - a. When the new ACCJC Standards are formally adopted in Fall 2023, the program review form will be revised to adapt to those. A preliminary draft of the standards are being disseminated to all CCCs this fall semester for review and input with adoption of the final version of the standards happening in June 2023. The number of standards are being reduced by making them more comprehensive, combining standards, use of checklists, and the incorporation of evaluation, planning, and improvement into all standards (rather than as a stand alone section). The focus of the new standards will be on equity, loop-closing, and innovation. While there will be less standards, the expectations of colleges will be higher.

New Business:

- II. Updating PLO sections to document assessments
 - a. The LO&A Committee has generated PLO summary reports that include disaggregation by characteristics such as ethnicity. Stacy sent Yvette a list of all departments that are due for Full Review program review in the fall so she can prioritize getting those reports to those departments first. The PLO section of program reviews should be more robust with these new assessment findings. Beth cautioned that the College's implementation of eLumen for its curriculum management system has rendered on hold, the processing of curriculum proposals and updates to learning outcomes statements. If eLumen is accessible by August, work can resume in ensuring the curriculum module accurately reflects the LO statements that are within the Outcomes & Assessment module.
 - b. Beth also reminded the committee that the three-year cycle for PLO assessment should be synchronized with the three-year cycle for instructional departments' program reviews. Daphne and Stacy agreed that the program review cycle schedule will be aligned to match that for PLO assessment.
- III. May notices for early PR completion this summer
 - a. This month, Daphne will send notices to departments about the opportunity to start completing program reviews in July.
 - b. The committee also decided that it would continue to have the entire validation team serve as PR coaches to support assigned departments through the summer and fall up

until the November 1 deadline (rather than concentrate the support work onto a few number of people). Stacy noted that we will need to develop a way to ensure essential items are completed by the PR coaches (e.g. completion and submission of data dialog documentation and coherent strategic planning linkage matrices.)

IV. Other

- a. Personnel requests will now be referred to as “hiring allocation committee or HAC” requests while nonpersonnel requests will be referred to as “non-HAC” requests. This is should help resolve any confusion by departments that are unsure of which form to use to request released time, short term employees, or student workers.
- b. Ed reminded the committee that the College is gradually decolonizing the language used in institutional documents.

It was MSC (Karpp/Dionisio) that the term “Master” be replaced with “Strategic” in the committee’s mission statement.

Meeting Adjourned at 2:00 p.m.

Next Meeting: TBA

Minutes Recorded by: Gordon Lui & Daphne Dionisio