Committee Meeting Report

Participants
Daniel Wanner, Daniel Marlos, Daniel Ruiz, April Pavlik, Mitch Polin, Arax Cohen, Ed Pai, John Freitas, Will Marmolejo, Reri Pumphrey, Thi Thi Ma, Barbara Vasquez, Bryant Woodert, Alex Davis, Donna Morley, Dan Walden (guest)

Status of Prior Meeting Action Items
None

Meeting Objectives (attach agenda as appropriate)
Agenda and Jan. 21st minutes available on SharePoint

Meeting Outcomes (to include assessment, evaluation, next steps/action items, anticipated and/or actual change/improvement)

Agenda: Agenda MSP unanimously

Minutes: Jan 21st minutes MSP unanimously

Action Items
- Language on the Resource Request form has been revised.

New Business
- **Evaluate PR report:** Chair noted that the dean validation report was in, but the other two service areas have not; further analysis is needed. Dr. Walden added that the request to report back on low-performing certificates/degrees was not in, and the deans will work with the chairs on generating this report. The issue of inaccuracy information on programs and certificates offered is a high priority to be addressed. One recommendation is to create a task force to oversee the correction and accuracy of the data on the local level before district wide correction.
- The committee reviewed/examined Unit Planning Objectives ESMP Goal and Measure. Chair noted that there’s been progress on the completion of the program review; action plans are being created, revised and worked on. However, language on unit plans is not as directive or clear. It was suggested that an ideal unit plan template can be generated this semester so departments can get ready for the next term.
- **PR results: Non-compliance:** Some programs are out of compliant because ESMP goals are not aligned with the measure, or AUP is not created to address the five-year course assessment plan. Dr. Walden commented that deans could make recommendations to chairs to have program review completed or be in compliance. Further discussion focused on brainstorming possible solutions that ensure and guide individual program to get the PR completed. It was agreed that punitive actions are not encouraged, but perhaps consequences of being out of compliance should be specified.
- **Low Performing Certificates/Degrees:** Dr. Walden stated that he would follow up on getting the report on low-performance certificates/degrees in by March. He reminded the committee that when reviewing PR, consider the courses are GE areas related. He recommended that General Education and GE courses could be considered as a program for PR as many colleges in the state have begun to do so.
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Old Business
- Viability Study on Athletics
- Viability Study on Art/Architecture and Media Arts
- AA in Liberal Arts workgroup

Subcommittee Reports
- Budget Allocation Subcommittee: D. Ruiz
- Hiring Prioritization Subcommittee: A. Cohen
- Program Review and Effectiveness: A. Cohen
- Student Learning Outcomes: C. Tinberg
- Distance Education: C. Guerrero

Handouts
- New Resource Request Form
- 2014-15 Summary of Annual Program Review Results

Next Meeting
Wednesday, March 4th @ 12:30pm