

MINUTES

October 18, 2022 1:30pm ZOOM# 8182401000

PROGRAM REVIEW COMMITTEE

Present: Stacy Jazan (Co-Chair & Senate), Daphne Dionisio (Co-Chair & Administrator), Shayan Koshkefi (ASGCC), Leticia Estrada (CSEA), Nonah Maffit (CSEA), Tomas Aguirre (Joint Faculty), Rosemarie Shamieh (Joint Faculty), Jeanette Farr (Guild), Ed Karpp (Administration), Francien Rohrbacher (Resource)

Absent: Angela Barakezyan (ASGCC) and Yvette Ybarra (Resource)

Quorum: 9/10

Call to Order: Meeting called to order at: 1:31 p.m.

Review of Minutes: The Program Review Minutes from September 20, 2022, were reviewed.

It was MSC (Farr/Maffit) that the Minutes from September 20, 2022, were approved without corrections.

Old Business: None

New Business:

- I. Status of Program Reviews This Year
 - a. The validation team discussed their assistance to their assigned departments.
- II. PLO and SLO Section Update
 - a. Departments were provided with their eLumen summary reports. Validation team members are to ensure departments use those reports to describe in the program review, changes made in response to LO assessment findings. Rosemarie asked why department chairs are having to redundantly describe in the program review what is already described in the eLumen assessment report and in the Outcomes & Assessment module of eLumen. Daphne indicated that the LO response box in the program review is meant to provide supervisors and stakeholders with a high-level summary of the changes made in response to assessment findings since they likely view the program review as a PDF and will not have the ability nor access to view the granular LO reports in the Outcomes & Assessment module of eLumen.
- III. Improving Resource Request Process
 - a. To improve the college's communication about the final decision results of HAC and non-HAC resource requests, it was agreed that the Budget Calendar could reflect a date by which those results are disseminated at the Budget Committee. The committee agreed that the ideal date would be the week of the governing board's final approval of the budget in September.
- IV. Continuous Improvement of Program Review Process
 - a. Validation team members shared their opinions regarding changes that could be made for improvement based upon their experiences assisting departments this year. It was agreed that we should continue trying to have non-instructional departments complete in the summer so that September and October could be used to focus on instructional departments. It was also agreed that we should try to shorten the number of questions in the program review form.
- VI. Upcoming Revised ACCJC Standards as They Relate to Program Review
 - a. The committee began reviewing the preliminary draft of the new ACCJC accreditation standards. The committee reviewed two standards regarding resource allocation, discussed their interpretation of these standards, and explored how strategic planning and fiscal processes could incorporate the requirements of the new standards.
- VII. Aligning Cycle of Program Review with PLOs and SSLOs

- a. It was agreed that the three-year cycles for Full Review program review and PLO assessment should be synchronized. We will engage in planning this with the LO&A coordinator.

Meeting Adjourned at 2:31 p.m.

Next Meeting: November 15, 2022

Minutes Recorded by: Gordon Lui & Daphne Dionisio