Program Review Committee
Minutes for May 25, 2022
2:30-3:45 pm
OC 116

Meeting Participants

Committee Members Present

Quinton Bemiller, Svetlana Borissova, Caitlin Busso, Araceli Covarrubias, Vivian Harris, Ashlee Johnson, Starlene Justice, Timothy Mount, Lindsay Owens, Tim Russell (co-chair) and, Kaneesha Tarrant.

Committee Members Not Present

Greg Aycock, Dominique Hitchcock, and Paul VanHulle.

Guests

Jason Parks

Recorder

Charise Allingham

1. Call to Order
- 2:38 pm

1.1 Welcome

2. Action Items

2.1 Approval of Agenda
- MSC (Starlene Justice/ Ashlee Johnson)

2.1 Conclusion
- Approved by Consensus

2.2 Approval of April 27, 2022, Minutes
- MSC (Lindsay Owens / Vivian Harris)

2.2 Conclusion
- Approved by Consensus

2.3 Faculty Co-chair for the Next Two Years
- MSC (Ashlee Johnson/ Vivian Harris)

Vote to approve the faculty co-chair for the next two years. Tim Russell was nominated at the last meeting. Opened for nominations, Timothy Mount offered to take on the role if Tim Russell was not interested in continuing.

* Vote to approve Tim Russell as the faculty co-chair for the next two years.

2.3   Conclusion

* Approved unanimously.

2.4   Program Goal Focus

* MSC (Starlene Justice /Vivian Harris)
* The difference between the EMP goal and the program goal focus was explained. Feedback from departments has been positive to move to the program goal focus.

2.4   Conclusion

* Approved unanimously.

2.5   Equity Questions

* MSC (Ashlee Johnson / Vivian Harris)
* The combined equity questions were shared.
* Associate faculty need to be included and made aware of the equity professional development compensation available to them.
* The answers to these questions will be included in the report but will not be graded or scored. They are included in the program review to start people thinking and discussing equity.
* Discussion on the need to add program-based training that is more specific to the area/discipline.
* Should there be questions directly aligned to Guided Pathways to better support programs/areas and the work that is/will be done?
* Will there be a need for the new schools to do program reviews? No
* Questions were edited during the meeting for clarity. 'Cultural competency' was removed because it does not have an approved definition.
* Final edited questions:

    1.   Which equity-related professional development trainings have members of your area participated in to improve student learning, student support and/or college support? (What has been done?)
    2.   What knowledge or skills/techniques have members in your area implemented from these trainings and what changes have you seen? (How has it been used?)
    3.   What additional equity-related professional development/trainings do you seek to better support your area? (What are the needs of your area?) Add help text or resources with suggestions of training that are available.

2.5   Conclusion

* Approved unanimously, as edited.

2.5 Follow-up Items	2.5 Task of	2.5 Due by
Send out the edited questions to the committee	Charise	ASAP

3. Discussion Item

3.1   2023-24 Membership

With the rollout of the new schools, the committee membership may be affected.
The present committee members plan to continue as members for the 2023-24 year.

3.1.a Meeting Time

Suggestion to move the committee time up to 2:15 pm - 3:30 pm?
This may not be attainable due to IEGC, they are discussing extending their meeting time.
Will revisit this in the fall.

3.1.b August 31 Meeting?

Does the committee need to meet on the last Thursday in August? The 24th is the first week of school. This was proposed in case the Equity questions were tabled until fall to ensure the final questions would be included in the comprehensive program review. Since the questions passed today the meeting is not needed. The first meeting of the 2023-24 academic year will be on September 28th.

4. Information Items

4.1   Assessment Review

- The Assessment Committee approved the updated Assessment Review Section on May 10th. This includes the observation tab only for the comprehensive program review which was presented at the last meeting. The NAC team will be working over the summer to develop training and examples.

4.2   Fall FLEX

- At Fall FLEX the Program Review Committee co-chairs will explain and demonstrate the new additions and changes to the Program Review platform in Nuventive. There should be ample time for Q & A after the presentation. The co-chairs will be working through the summer to develop training and resources.

5. Good of the Order

The NOMU festival will be 5 pm-10 pm on Friday, current students and alumni will be performing.

6. Future Agenda Topics

- Program Review Rubric
- Program Review Follow-up and Discussions
- Guided Pathways questions for Program Review
- Program Review Charter

7. Adjournment

- 3:21 pm

Next Meeting

Date: September 28th

Equity Questions -Add help text about timeframe

1. Which equity ~~or cultural competency~~ related professional development trainings have members of your area participated in to improve student learning, student support and/or college support? (What has been done?)
2. What knowledge or skills/techniques have members in your area implemented from these trainings and what changes have you seen? (How has it been used?)
3. What additional equity ~~or cultural competency~~ related professional development/trainings do you seek to better support your area? (What are the needs of your area?) Help text or document to add suggestions of trainings that are available.

New Program Goal Focus:

EVIDENCE

denotes a required field.

Evidence Date *

05/17/2023

Please provide any assessment data or other evidence that supports this Program/Unit Goal. Press ALT + 0 for accessibility help

Is there a resource request associated with this Goal?

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If yes, please provide a short description.

EMP Goal Focus

EMP Goal: EMP GOAL 3. Close all student equity gaps.

⤢ COLLAPSE ALL

Choose EMP goal first

∨　EMP GOAL 3. Close all student equity gaps.

GOALS AND ACTIVITIES

What are you doing now in support of this goal? Press ALT + 0 for accessibility help

What are your plans/goals (3-year) regarding this goal? Press ALT + 0 for accessibility help

EVIDENCE

Do you have assessment data or other evidence that relates to this goal? Press ALT + 0 for accessibility help

RESOURCES

Is there a resource request associated with this EMP Goal? (If yes, please complete a Resource Request, which you can access from the main menu to the left)

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Current Assessment Review Section

- **Section 1: SLO Assessment Status (Based on Dashboard - Assessment Status)**

* denotes a required field.

Which Disciplines are included in this Assessment?

What percent of SLOs in the disciplines you identified above have been assessed?

Which SLOs have not been assessed and why? Identify both the Course and the associated SLO(s).

- **Section 2: Mapping Status (Based on Dashboard - Mapping Status)**

As a standard, all SLOs should be mapped to at least one PLO. If mapping is not complete, you may complete it at this time if desired. To do this, choose your Program from the unit drop-down above and then navigate to SLO Assessment>>SLO Mapping from the main menu in the upper left corner.

* denotes a required field.

Are all SLOs mapped to at least one PLO?

If all SLOs are not mapped to at least one PLOs, please explain why.

Are the appropriate SLOs mapped to GELOs? (If you have a course that is listed in any general education area, it should have at least one SLO mapped to at least one GELO)

If the appropriate SLOs are not mapped to GELOs, please explain why.

- **Section 3: PLO Analysis (Based on Dashboard - Analysis: PLO Direct Assessment)**

* denotes a required field.

Which Programs are included in this Assessment?

Please identify the PLO(s) - and name the associated Program(s) - that achieved benchmarks.

To what to you attribute this success?

Please identify the PLO(s) - and name the associated Program(s) - that did not achieve benchmarks.

If there are PLOs that did not achieve benchmarks, what do you plan on doing to improve benchmark attainment?

- **Section 4: Alignment to Career and Transfer**

* denotes a required field.

Describe the process used in this area to ensure programs (PLOs) align with career and transfer needs.

Describe the activities, projects, and opportunities this program offers to support experiential learning and alignment of programs to career and transfer (e.g. capstone projects, portfolios, service-learning opportunities).

Without looking at your current PLOs, describe some program outcomes which would best help your students continue on the path towards their workforce and transfer goals (e.g. subject matter expertise, hands on experience, partnerships, etc.).

Review current PLOs. Do the outcomes listed above align with the current program outcomes?

Proposed Assessment Review Section

Observation Name *

What did you notice? *

Course(s) *

SLO(s) *

Discussion/Analysis

Please paste any relevant screenshots here. Press ALT + 0 for accessibility help