PROGRAM REVIEW COMMITTEE MEETING MINUTES
for February 17, 2010

Attending: Celena Alcala, Mary-Jo Apigo, Fran Leonard, Betsy Regalado, Bob Sprague, Rebecca Tillberg

I. The meeting was called to order at 1:05 p.m. and the minutes of January 20, 2010 approved.

II. Program Review updates: Political science has experienced a technical glitch that Mary-Jo is working on. Distance learning, Westside Extension and Academic Affairs await validation.

III. Program Review Question Bank. Reviewing the questions the committee had worked on for inclusion in the program review, Bob asked the committee to consider questions that evaluate all instructional delivery modes, not just online.

Rebecca reported that the District currently has no programmer.

IV. Fran shared with the committee the proposed Program Review Process developed by the Senate’s Educational Policies and Standards Committee. The committee focused on the organizational approach of the program review with Bob and others pointing out the need to include evaluation/assessment of the following: lighting, emergency boxes, transportation, safety, ADA compliance, food service – as these are experienced by our students. Betsy says that user satisfaction surveys provide this information.

Shaping program review inter-divisionally is a goal. One way to accomplish this is to create inter-divisional validation teams. Another is to aggregate data at the back end – such as surveys that focus on student perception/experience- with reports generated with this approach in mind.

V. Program Review & Institutional Effectiveness

Fran shared copies of the ACCJC Evaluation Report of Santa Barbara City College’s Standard I.B. response, which includes program review. Understanding how a visiting team evaluates a self study report, according to the Commission’s rubrics, is instructive. One item noted in the evaluation report is that SBCC’s “decision making process for hiring full-time faculty, which does include resource considerations” goes through a “different, albeit parallel process,” separate from program review. West’s FPIP process is integrated with our program review process. Worth noting: the program review process, according to the evaluation report, should address “the potential for budget and position cuts and reallocations.” All Commission recommendations need to be addressed in a timely way.

The meeting adjourned at 2:45 p.m.