The minutes of September 15, 2010 were approved as submitted. Several faculty experienced computer problems with reading data in MAC computers. Data cannot be read on a MAC computer.

Goals were reviewed from Athletics and Language Arts
What to do next time for program review
Program Reviews Completed:
1. Matriculation
2. Athletics
3. Language Arts
Things to do differently for future program reviews:
1. Consider the level of program vs. division, discipline
2. Ask Rebecca what second item would be to do differently
3. Give sample of a completed program review

After Deans in AA review their program review, Action Items and Resource Requests will go to the VP’s for prioritization
1. Save PR to computer – with separate names of divisions for each PR
2. Submit completed PR - this automatically goes to Rebecca Tillberg after you hit submit button
3. You can email the PDF version back and forth to each other if you wish to share it with others

Chairs should submit to Deans first for review

Discussion of Validation Review Form
Instructions on validation page – last page - will be added to last page of validation for clarification - Mary-Jo Apigo will write instructions for chairs on how to submit validation page

Only do one form for multiple goals in one division

Learning Communities
Discussion followed – JAF had held a meeting ref: Learning Communities – JAF had written a report of what had transpired at that meeting – sometime in spring 2010

Fran gave section numbers of PD classes and Puente classes to JAF for last three years.

Discussion of FTES allocations for UMOJA and Puente classes
College should commit to process of additional expenditures – for UMOJA and Puente classes – program review is being done in SS

Have an English and math class in Puente and UMOJA - academic
3 years of funding for these classes – West is in third and last year of funding – 3 years of paying for them - $5,000 begins next year – request for resource – program 100 has funded these classes
Rebecca distributed a document to committee titled Program Review: Setting a Standard, from Academic Senate for Calif. Community Colleges
Discussion followed of what a program is
How we define a program is key to how well we have done with our SLO assessment
Rigor of our distance learning courses – online classes –
Distance Ed Program – Rebecca asked Fran couldn't Eric Ichon do a program review for Distance Ed? Then it would be under auspices of general education
Yvonne proposed that the IT Committee be the umbrella group, Distance Ed should be a part of IT Committee but that Distance Learning could be a smaller group of IT Committee
Eric could review how online ed is working – Rebecca said he has to check with Eric on that – not confirmed yet -
Training Calendar was distributed of all divisions that were trained on PR this fall in September and October and what divisions still need training.
Fran asked members how program review training went this fall –
Most chairs reported that they held the training at their division meetings and it went smoothly – most had a good turn-out.
Maybe next time training could be done hands-on
This PR is for fiscal year 2011-2012
Spring 2012 – program review will be done 2013
Status of District Online program review
Rebecc reported on this – made substantial progress on Phase 2 – Phase 1 needs fixing – Rebecca met with Yasmin from district – Maury will be new Interim Associate Vice Chancellor and will be District Liason person for IES –Maury starting on Monday at district –PR will be getting back on track - Phase 3 will be something about an SLO system
Other good news – there is huge commitment to online program review
Marlene Shepherd announced that Finals week is Dec. 15th – Fran asked members to check their teaching schedules for that week in December

Meeting adjourned at 2:20 p.m.