

**SBVC**  
**Program Review**

**4/07/17**  
**9:00 a.m. – 11:00 a.m.**  
**B 118**

**MINUTES**

Members:	Kathy Adams	X	Kenny Melancon	X	X = Present A = Absent
	Aaron Beavor		Debbie Orozco	X	
	Laura Cross	X	Stacy Meyer	X	
	Diane Dusick	X	Sandra Moore	X	
	Rochelle Fender	X	David Smith	X	
	Paula Ferri-Milligan	X	Timothy Hosford	X	
	Christie Gabriel	X	Nori Sogomonian	X	
	Todd Heibel	X	Shalita Tillman	A	
	Robert Jenkins	X	Anna Tolstova	X	
	Joel Lamore	X	Abena Wahab	A	
	Leonard Lopez	X	Kathryn Weiss	X	
	Michael Mayne	X	Jessica Roledo, ASG Rep.	A	

TOPIC	DISCUSSION	FURTHER ACTION
<p>Efficacy Team Reports/Committee Ratings</p>	<p><b>BOOKSTORE:</b> The Bookstore did not submit an efficacy document, remarking that they are being out-sourced. Would committee like committee chairs to bring issue up with other campus committees? Consensus: not at this time; will give new entity until 2<sup>nd</sup> year to participate in Program Review.</p> <p><b>ACCOUNTING</b> - Committee/Sogomonian, Melancon &amp; Hosford. There were some deficiencies. Success and retention were good. Areas of “DOES NOT MEET”:</p> <ol style="list-style-type: none"> <li>1. Student Success. SLOs discussion throughout document used differing terms causing confusion. Would have liked to see more examples used. Did not provide course mapping for Program Level Outcomes, and no assessment of such.</li> <li>2. Institutional Effectiveness – Misinterpretation of success rate and not enough explanation. Content review – stated they were not aware of any courses out-of-date and then stated they would update out-of-date courses. Many courses out-of-date.</li> <li>3. Productivity – mention drop in enrollment, but EMP shows them above college goal. Dramatic drop from 14-15 to 15-16, but did not address drop. They have added classes, but not increased total number of students.</li> <li>4. Access – discussed difference between males and females, but difference is continuing to grow. Described data, but did not analyze.</li> </ol> <p>Report stated they were not aware they were due for content review.</p> <p><b>Team Recommendation – CONDITIONAL.</b> <b>Committee voted to approve conditional with one abstention due to late arrival.</b></p>	<p>P. Ferri-Milligan will notify Administrative Services of Bookstore recommendation.</p>

**AUTOMOTIVE TECHNOLOGY** – Committee/Tillman, Beavor & Lamore

Need to do a better job in planning piece in challenges and accomplishments.

FTEF load is for 8.32 in academic year, but needs to be divided in half. Operating with three FT faculty, but have load for four.

**Team Recommendation – CONTINUATION**

**Committee unanimous in support of continuation.**

**BIOLOGY** – Committee/Weiss Sogomonian, Gabriel

Areas of “DOES NOT MEET”:

1. Student Success – supplemental data. Discussed increase in success rates, but no data to support. Would like to see data on push in tutoring and improved rate. Statements in document are “careful,” tentative. Would like to see statements that are more definitive. SI is split to operate under their own divisions. Data is not good – inconsistent/“dirty data” manually input and missing in places. They have had substantial grants and reporting is part of requirement. Cannot count on accuracy. Recommend plans to collect supportive data. Did good job on SLOs. Map of PLOs, but no evidence of PLOs evaluation. DNM for PLOs
2. PLOs – extremely low rate of student success. Map of PLOs, but no evidence of PLOs evaluation. DNM for PLOs
3. Productivity – dramatically declined over 5-year report. Decreased class caps due to enforced fire code, but steady decline of five years is not explained by this. Several courses out-of-date in curriculum. Working on AS in Bio-Tech. Some is 2-3 years out-of-date and courses are still being offered. Catalog is out-of-date with deleted courses still showing up.

Did a good job on SLOs.

More than 75% of curriculum is up-to-date, but they need to get the out-of-date courses corrected.

**Team Recommendation – Continuation or Conditional.**

**Strong program, but document weak.**

**Recommendation chosen by committee CONTINUATION**

(Continuation = 12, Conditional = 5)

**COMPUTER INFORMATION TECHNOLOGY** –

Committee/Dusick, Tillman, Gabriel

Areas of “DOES NOT MEET”:

Campus Climate

**Team Recommendation – CONTINUATION**

**Committee unanimous in support of continuation.**

**CORRECTIONS** – Committee/Heibel, Smith, Jenkins

Areas of “DOES NOT MEET”:

1. SLOs – Program did not include 3-year summary at Program Level. One class was canceled due to low enrollment.
2. Productivity – EMP dramatic drop, economy driven.

**Team Recommendation – CONTINUATION**

**Committee unanimous to support continuation.**

Recommend strongly marketing and productivity.

	<p><b><u>CUSTODIAL</u></b> – Committee/Ferri-Milligan, Adams, Lopez Overall nice job. Areas of “DOES NOT MEET”:</p> <ol style="list-style-type: none"> <li>1. Student Success – SAOs were from previous VP of Admin. Svcs., not addressed in previous document nor this document.</li> <li>2. Technology Partnerships &amp; Campus Climate – have not addressed what they have done.</li> </ol> <p><b>Team Recommendation – CONTINUATION.</b> Committee discussion and argument made for conditional to force addressing SAO issue. <b>Committee voted to approve CONTINUATION</b> (Continuation = 14, Conditional = 3) Recommend strongly addressing SAO issue; must be rectified.</p> <p><b><u>ECONOMICS</u></b> – Committee/Wahab, Weiss, Hosford Strong program. Good document Areas of “DOES NOT MEET”:</p> <ol style="list-style-type: none"> <li>1. ECON 100 IS one year out-of-date, but will be changing course.</li> <li>2. Need plan for marketing.</li> </ol> <p><b>Team Recommendation – CONTINUATION.</b> <b>Committee unanimous in support of continuation.</b> Recommend strongly to replace out-of-date course.</p> <p><b><u>ELECTRICITY/ELETRONICS</u></b> – Committee/Mayne, Weiss, Moore Some information is misleading. DOES NOT MEET:</p> <ol style="list-style-type: none"> <li>1. Institutional Effectiveness – did not address drop in middle years.</li> <li>2. Course curriculum – many classes out-of-date; however, document stated that all their courses are in process of update.</li> <li>3. Planning – Trends/Accomplishments/Challenges</li> </ol> <p><b>Team Recommendation – CONTINUATION.</b> <b>Committee unanimous in support of continuation.</b></p> <p><b><u>ENGLISH/ESL</u></b> – Committee/Tillman, Meyer, Melancon All areas of document “Meet”. <b>Team Recommendation – CONTINUATION.</b> <b>Committee unanimous in support of continuation.</b></p>	
Miscellaneous	<p>P. Ferri-Milligan requested that committees be clear with recommendations in their revised team report documents.</p> <p>TUMAINI – Committee to issue strong statement that being late is unacceptable.</p> <p>Next documents are due April 14, 2017.</p>	
Next Meeting	April 21, 2017	
Adjournment	Meeting adjourned at 10:30 a.m.	