

SBVC Program Review

1/20/17
9:00 a.m. – 11:00 a.m.
B 118

MINUTES

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

TOPIC	DISCUSSION	FURTHER ACTION
Review of Efficacy Forms	The full efficacy and CTE two-year mini review forms were discussed by the committee. Changes were made to clarify the process and to address issues that arose during the previous year's efficacy cycle. Changes to the forms will be reflected in this year's process.	P. Ferri-Milligan will update forms.
Evaluations	The committee discussed : <ul style="list-style-type: none"> • SLOs—program—programs need to show discussions occur and that they use the data to improve programs. • Curriculum—if curriculum is out of date, the program will receive a “conditional” rating. • Patterns of Service—program should provide evidence that it is serving the students' needs—surveys, fill rates, etc. • Mission—if program does not have mission statement, can use statement of purpose. • Trends/Accomplishments/Challenges—program needs to show a decent review of relevant trends, and planning needs to be addressed in each area. • Strategic Initiatives—the updated Strategic Initiatives will not be used during this cycle because they have not yet been approved by Board. The previous Strategic Initiatives need to be check to see if they are still active on the website and can be linked to the documents. 	P. Ferri-Milligan will check the strategic initiative links to make sure they are active in the documents.
Marketing	Committee discussed Marketing's lack of response to efficacy request. The committee requested that an email be sent on its behalf to request the report.	P. Ferri-Milligan will send email to Marketing from the committee.
Next Meeting	February 17, 2017	
Adjournment	Meeting adjourned at 10:28 a.m.	