

SBVC Program Review

4/20/18
9:00 a.m. – 11:00 a.m.
B 118

MINUTES

Members:	Laura Cross	X	Kenny Melancon	X	X = Present A = Absent
	Paula Ferri-Milligan	X	Debbie Orozco	X	
	Christie Gabriel	A	Stacy Meyer	X	
	Todd Heibel	X	Sandra Moore	X	
	Alphonso Hernandez	X	Johnny Roberts	X	
	Timothy Hosford	X	Jennifer Rosales, Student	X	
	Robert Jenkins	X	David Smith	X	
	Carol Jones	X	Mary Smith	A	
	Judith Joshua	X	Nori Sogomonian	X	
	Joel Lamore	X	Anna Tolstova	X	
	Leonard Lopez	X	Abena Wahab	X	
	Michael Mayne	X	Patti Wall	X	
			Kathryn Weiss	X	

TOPIC	DISCUSSION	FURTHER ACTION
Efficacy Evaluations	<p>Food Services – Joel Lamore, Carol Jones, Kenny Melancon Team Recommendation: Overall Conditional. Survey with who they serve based on only 27 people in two years; need better feedback. Does not meet (DNM): Increasing access; using campus demographic as their demographic. DNM – Promoting student success. SAOs are seriously lacking and place college at risk with Accreditation. Joel to revise Team document. Committee Recommendation: Conditional. Motion to accept Team Recommendation of Conditional by Kenny Melancon; second by Patti Wally. Passed unanimously, no abstentions.</p> <p>Student Success Center/Tutoring – Stacy Meyers, Sandra Moore, Paula Ferri-Milligan Team Recommendation: Overall Conditional Does not meet (DNM): SAO data is limited and needs collection process improved. DNM: Facilities. Committee Recommendation: Conditional Motion to accept Team Recommendation of Conditional by Todd Heibel; second by Carol Jones. Passed unanimously, no abstentions.</p> <p>First Year Experience – Abena Wahab, Kay Weiss, Todd Heibel Team Recommendation: Overall Conditional. Document was thin; new program, so no data available. Does not meet (DNM): Access. No EMP. DNM: Pattern of Service. DNM: Student Success. Lack of data is, again, a detriment. DNM: Communication, Culture and Climate. Impact is not addressed. Committee Recommendation: Conditional. Todd Heibel to make changes to document. Motion to accept Team Recommendation of Conditional by Joel Lamore; second by Michael Mayne. Passed unanimously, no abstentions.</p>	

Professional Development – Kenny Melancon, Debbie Orozco, Paula Ferri-Milligan

Team Recommendation: Overall Probation. Document lacking; no back-up data for statements of service. Information on Contract Faculty Flex, but none for Adjunct Faculty Professional Development.

Does not meet (DNM): Data Collection

DNM: Data Analysis not done.

DNM: Website is out of date and style does not conform to that of campus.

Various forms for: 1.) Administrative, 2.) Student Services, 3.) Instruction; Administrative form used.

Paula Ferri-Milligan to make changes to document.

Committee Recommendation: Probation.

Motion to accept Team Recommendation of Probation by Todd Heibel; second by Joel Lamore. Passed with one opposed and no abstentions.

Machinist Technology – Sandra Moore, Christie Gabriel, Patti Wall

Team Recommendation: Overall Conditional

Does not meet (DNM): Mission/Purpose

DNM: Facilities

Previous DNM: Did not address specific demand at College level.

Committee Recommendation: Conditional.

Motion to accept Team Recommendation of Conditional by Carol Jones; second by Leonard Lopez. Passed unanimously, no abstentions.

Maintenance and Grounds - Leonard Lopez, Kay Weiss, Judy Joshua

Team Recommendation: Overall Continuation. Some Exceeds given.

Does not meet (DNM): None.

Decrease in Work Request could have been explained more fully. Information in catalog needs to be made current.

Leonard Lopez to make changes to document.

Committee Recommendation: Continuation

Motion to accept Team Recommendation of Continuation by Michael Mayne; second by David Smith. Passed unanimously, no abstentions.

Outreach – Paula Ferri-Milligan, David Smith, Todd Heibel

Team Recommendation: Overall Conditional. Report was cryptic and thin; rushed. Used local city demographics rather their own. No details on what they're doing with feeder schools. SAOs not ready. No production benchmarks. Used acronyms; need to spell out. Didn't cite any work with professional organizations. Team was on fence between conditional and probation. Recommend that they be included in Catalog. Website is lacking.

Does not meet (DNM): EMP missing

Meets in only Facilities and Previous DNM Categories; all others DNM.

Todd Heibel to make changes to document.

Committee Recommendation:

Motion to not accept Team Recommendation of Conditional by Michael Maybe; second by Joel Lamore. Passed with 15 yes, 1 opposed.

Motion to change Recommendation to Probation by Michael Mayne; second Joel. Motion passed unanimously with no abstentions.

	<p>Research and Planning – Michael Mayne, Anna Tolstova, Nori Sogomonian Team Recommendation: Overall Continuation. Report was well written. Does not meet (DNM): Currency; omitted. DNM: Facilities; omitted. Committee Recommendation: Continuation. Michael Mayne to make changes to document and note that the need to address all areas. Motion to accept Team Recommendation of Continuation by David Smith; second by Leonard. Passed unanimously, no abstentions.</p> <p>Student Health Services Tim Hosford, Anna Tolstova, Johnny Roberts Team Recommendation: Overall Continuation. Document and analysis thorough; good collaboration. Does not meet (DNM): none – question on data collection and retiring first SLO. Need larger sample size. Tim Hosford to make changes to document. Committee Recommendation: Continuation. Motion to accept Team Recommendation of Michael Mayne by; second by Carol Jones. Passed unanimously, no abstentions.</p> <p>Student Life – Bob Jenkins, Nori Sogomonian, David Smith Team Recommendation: Overall Conditional. Does not thoroughly explain efforts and does not tie into efficacy report. Does not meet (DNM): Access. No plan to address deficiencies; services skewed toward younger population. DNM: Student Success. What are they doing to improve level of participation? DNM: Culture and Communication. No feedback analysis. What is plan to succeed with limited funds? DNM: Facilities. DNM: Access. Bob Jenkins to make changes to document. Committee Recommendation: Conditional Motion to accept Team Recommendation of Conditional by Joel Lamore; second by Michael Mayne. Passed unanimously, no abstentions.</p> <p>Team reports due April 27; to be reviewed by May 3.</p>	
Workgroup Meeting	<p>There will be a follow-up to the semester meeting to review the efficacy forms.</p> <p>Fonts and spacing on team reports should be standardized.</p> <p>Review what went well and what needs clarification.</p>	
Next Meeting	Friday, May 4, 2018 9-11 a.m. in B-118	
Adjournment	Meeting adjourned at 10:37 a.m.	