

**SBVC**  
**Program Review**

**3/03/17**  
**9:00 a.m. – 11:00 a.m.**  
**B 118**

**MINUTES**

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

TOPIC	DISCUSSION	FURTHER ACTION
<p>SLO &amp; Program Review Reporting</p>	<p>P. Ferri-Milligan opened at 9:00 a.m. with introduction of Celia Huston for discussion of SLOs/PLOs as related to the Program Review Process. Academic Senate made a motion to align SLOs/PLOs w/Program Review. Currently, SLOs/PLOs are on a three-year cycle, and Program Review is on a four-year cycle, so the cycles need to be coordinated. Proposal is to change SLO/PLO cycle to four-year cycle. For courses, it is easy to run export and see assessment. Working with Jason Brady at District and some tracking is still in paper form. Upload to Cloud will allow storage online and will generate spreadsheet of each course and the last time each was reported. Will show last time done and next time due; it is understood that it will be due every four years. Helps rotation tracking for department heads and managers and eliminates having to write summaries and produce hardbound reports. ACCJC wants us to demonstrate how SLOs are tied to Program Review/development and description of resources, so ties to needs assessment and shows all ties required. Would want something along the lines of how are you using to improve teaching and learning. No need to report for every single course, but selected courses, so not as exhaustive with reporting on all.</p> <p>Motion by Paula Ferri-Milligan to officially accept housing of SLO/PLO process in Program Review, which will convert SLO/PLO process to four-year cycle from three-year cycle. Kenny Melancon seconded the motion. No further discussion. Motion passed unanimously.</p>	<p>Celia Huston will report Program Review Committee decision to Accreditation.</p>

<p>Proposed Changes to Program Review Process</p>	<p>Forms will be revised for fall 2017, along with changes to Strategic Initiatives.</p> <p>Questions and data are in accreditation guide, so our forms need to address those requirements.</p> <p>Reviewed previous categories of recommendation:  EXPANSION  CONTINUATION  CONTRACTION  CAUTION  PROBATION  CONDITIONAL  SUSPENSION</p> <p>After two years, if there is still a problem, goes to probation – this can all be modified. The forms were different and the categories were limited: does not meet, meets, exceeds. Exceeds were important to consider expansion. Sometimes a program might get a does not meet but would need expansion for staff – reason for does not meet was financial. Anyone opposed to Committee looking at going into more detail with recommendations? Look at sub-group and produce forms – sub-committee to work on this. Committee consensus to proceed. Volunteers needed for committee.</p> <p>Kenny Melancon, Joel Lamore, Christie Gabriel-Millette, Paula Ferri-Milligan and Stacy Meyer volunteered. Sub-Committee to look at Strategic Initiatives, also. We're not going to change our ratings this year but will be part of study to be done soon. To be determined sometime next fall before instructions go out.</p>	<p>P. Ferri-Milligan will call a sub-committee meeting before the end of the semester.</p>
<p>Marketing</p>	<p>P. Ferri-Milligan reported that she has emailed the program and the program's supervisor regarding the program's efficacy document but has received no response.</p>	
<p>Agenda for Next Meeting</p>	<p>Next meeting will be a norming session. All information will be in one document.</p>	
<p>Next Meeting</p>	<p>March 10, 2017</p>	
<p>Adjournment</p>	<p>Meeting adjourned at 9:25 a.m.</p>	