

ADOPTED

MINUTES

February 19, 2019 1:30pm AD121

PROGRAM REVIEW COMMITTEE

- Present: Daphne Dionisio (Chair/Manager), Stacy Jazan (Senate), Ed Karpp (Administration), Beth Kronbeck (Guild), John Leland (Joint Faculty), Nonah Maffit (CSEA), Francien Rohrbacher (Resource), Maria Salazar (ASGCC), Rosemarie Shamieh (Joint Faculty)
- Absent: Calvin Madlock, (Resource), Yvette Ybarra (Resource)
- Quorum: 8/8
- Call to Order: The meeting was called to order by Daphne Dionisio at 1:32 p.m.
- Announcements: Maria Salazar was able to attend prior to ASGCC representative assignments to the committee.
- A replacement will be needed for one of the committee's CSEA representatives since Austin Kemie will be moving onto a position at a different district.
- At the committee's previous meeting, it was discussed that the Office of Research & Planning would be arranging a presentation at the Spring 2019 Master Planning Committee meeting, of findings from the program review instructional data dashboard regarding departments that did not show DI equity gaps, best practices of those departments, equity-minded recommendations from the leadership of the Student Equity Committee, and best practices from the Black Minds Matter literature. However, the presentation will be postponed to ensure it can be informed by the results of the equity-focused National Assessment of Collegiate Campus Climates (NACCC) survey being facilitated by an equity task force in coordination with the Office of Research & Planning.
- At the next meeting, the committee will review how scholars and experts in higher education describe the process of program review which typically occurs at colleges and universities nationwide. We will discuss how GCC might take steps to more closely approximate those expected norms and thereby continuously improve the process at the college.
- Approval of Minutes: The Minutes from the December 3, 2018 Program Review meeting were reviewed.
 ➤ ***It was MSC (Maffit/Kronbeck) that the Minutes from December 3, 2018 be approved without corrections.***
- Old Business:
- New Business:
- I. Validation Results for 2018-2019 Program Review Cycle
 - a. 100% of administrative services departments due for Full Review program reviews were completed and validated. 100% of student services departments due for Full Review program reviews were completed and validated. 100% of instructional departments due for Full Review program reviews were completed and validated. Such results are a first at GCC. It was expressed that this level of achievement is due to the unprecedented level of guidance and support that the committee and validators provide department members.
 - II. PLO Recommendations
 - a. The committee examined the policy on Program Learning Outcomes Assessment as published at the Learning Outcomes Committee website and discussed recommendations for modifications which will be provided to the Learning Outcomes Committee at their meeting next week.
 - III. Resource Request Results & Impact on Next Cycle of Submissions
 - a. The committee discussed the confusion and increased workload produced for prioritization committees (e.g. CHAC, SSHAC, Academic Affairs Committee, etc.) when departments are not aware of the final results from the previous year's resource requests *before* those same departments submit resource requests for the subsequent year's cycle. It was suggested that

it may be a good idea to include in the Budget Calendar, a date by which final results are made public about resource requests.

IV. Preparations and Schedule for 2019-2020 Program Review Cycle

- a. The schedule is on track to be the same as last year. Details to be discussed further at the next meeting.

V. Rescheduling April Committee Meeting

- a. Due to the April meeting falling on spring break, it was agreed that the committee would meet on Tuesday April 23.

Meeting Adjourned at 2:25pm

Next Meeting: March 19, 2019

Minutes Recorded by: D. Dionisio, Interim Program Manager I of Accreditation & Institutional Effectiveness