



**INSTRUCTIONAL PLANNING COUNCIL
PROGRAM REVIEW PRESENTATIONS
MEETING MINUTES OF
February 21, 2020
9:30 am – 11:30am, Building 2, Room 10**

Members Present: Adrian Afif, Chris Burns, James Carranza, Nick DeMello, Karen Engel, Allison Hughes, Jessica Kaven, Susan Mahoney, Joan Murphy, Candice Nance, Tammy Robinson, Rebekah Taveau

Members Absent: Katie Osbourne

Guests: Ritu Malhotra, Jamillah Moore, Julian Branch, Graciano Mendoza, David Eck, Ami Smith, Alison Field, Max Hartman, Daryan Chan, Diana Tedone-Goldstone, Manuel Perez, Paul Naas, Michael Stanford, Natalie Alizaga, Lezlee Ware

1) Adoption and Approval of Agenda

Motion – To adopt agenda: M/S: Nick DeMello, Joan Murphy

Discussion – none

Abstentions – none

Approval – approved unanimously

2) Approval of Minutes

Motion – To approve minutes: M/S: Joan Murphy, Nick DeMello

Discussion – none

Abstentions – none

Approval – approved unanimously

3) Assign Members to Review Instructional Program Reviews for Career Courses & Spanish

Jessica sought three faculty volunteer reviewers for each Program Review submission for Career Courses and Spanish. Faculty members volunteered and were asked to complete the review process by the end of May.

Motion – To approve reviewers for Career Courses & Spanish Program Reviews: M/S: Joan Murphy, Allison Hughes

Discussion – none

Abstentions – none

Approval – approved unanimously

4) Program Review Presentations

The following programs completed Program Review Presentations:

Social Sciences

- Anthropology presented by Jessica Marshall
- Communication Studies presented by Jessica Kaven
- Economics presented by Paul Roscelli
- History presented by Alison Field and Michael Stanford
- Philosophy presented by David Eck
- Political Science presented by Lezlee Ware
- Psychology presented by Ami Smith and Natalie Alizaga
- Sociology presented by Bob Lee

Career Courses

- Career Courses presented by Daryan Chan

Copies of PowerPoint Presentations will be uploaded to the IPC website.

5) Finalize Feedback on Instructional Program Review Process

Jessica projected the google doc that the committee has been editing to include feedback on the Program Review Process. She shared that this feedback will need to be shared with Academic Senate. Jessica reviewed the overall feedback as provided by the committee on the document. One recommendation included moving from a two to a three year cycle for program review. Another recommendation included clarification of the IPC rubric “needs improvement” section when rating the efficacy of the program. The committee felt clarification regarding if this should refer to improvement of the program as a whole or simply how the program review submission was written was necessary. Another recommendation had to do with implementing a process for programs that required extensions. Tammy shared that the review of qualitative data was also necessary when referencing resource requests to ensure programs have the necessary resources to succeed. Nick clarified the role of IPC in the overall Program Review Process. Allison discussed the need for a thorough process for programs to implement feedback provided by the committee. Jessica shared that the proposed recommendations would be presented to Academic Senate at a future meeting.

Motion – To approve the forwarding of the IPC feedback on the Instructional Program Review Process to Academic Senate: M/S: Allison Hughes, Nick DeMello

Discussion – none

Abstentions – none

Approval – approved unanimously

6) Good of the Order

7) Adjournment

a) Meeting adjourned at 11:34am.