



ANTELOPE VALLEY COLLEGE
PROGRAM REVIEW COMMITTEE MEETING
October 17, 2016 Agenda
3:00 p.m. – 4:30 p.m.
Library – Academic Senate Office

To conform to the open meeting act, the public may attend open sessions

1. Opening comments from the Program Review Committee Co-Chairs
2. Open comments from the public
3. Approval of May 16 minutes
4. Reports
 - 2015-16 Comprehensive reports submitted, reviewed and accepted in the summer:
 - Language Arts/Academic Development
 - Information/Welcome Center
 - 2015-16 reports not submitted yet:
 - Visual and Performing Arts – comprehensive
 - Welding - annual update report
 - 2016-17 Comprehensive reports due in March:
 - CalWORKs
 - Corporate and Community Services
 - Office for Students with Disabilities
 - Veterans Affairs (or possibly all areas in Student Life)
 - 2016-17 Annual update reports needed from:
 - Enrollment Services
 - Executive Council
 - Financial Aid
 - Library
 - Math, Science and Engineering
 - Palmdale Center
5. Action Items
6. Discussion items
 - Accreditation visit
 - Strategic Planning
 - Should Program Review be a sub-committee of the Strategic Planning Committee?

- Strategic Goals
- PRC meeting dates. The Outcomes Committee has requested we move three of our future meeting dates. See below:
 - Nov 7 – move to Nov 14?
 - Nov 21
 - Dec 5
 - Mar 6 – move to Mar 13?
 - Mar 20 – move to Mar 27?
 - April 17
 - May 1
 - May 15
- Template revisions

7. Other

8. Adjournment



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The meeting was called to order at 3:00pm.

Present: Stacey Adams, Bonnie Curry, Dr. Glenn Haller, Ann Steinberg, Dr. Les Uhazy, Carol Eastin and Dr. Svetlana Deplazes. Guest: Dr. Bonnie Suderman

1. Opening comments from the Program Review Committee Co-Chairs
Carol announced that the Academic Senate appointed Melanie Parker as a faculty representative on the Committee. She will attend the next meeting in November.
2. Open comments from the public
Dr. Bonnie Suderman asked the Committee to consider reviewing comprehensive self-study reports when all reports in a department are completed rather than when all reports in the division are completed. She suggested using the Chair structure to define smaller areas within a division. She is concerned that the current process prevents everyone in a division from requesting district resources when one colleague has neglected to complete their comprehensive self-study.
3. The minutes of May 16 were approved.
4. Reports
 - 2015-16 Comprehensive reports submitted, reviewed and accepted in the summer:
 - Language Arts/Academic Development
 - Information/Welcome CenterCarol thanked Stacey, Glenn, Reyna and Meeta for working over the summer to complete peer reviews for those two areas.
 - 2015-16 reports not submitted yet:
 - VAPA disciplines are now in the Arts and Humanities division. The Performing Arts faculty completed their comprehensive self-study reports in March but the Visual Arts faculty have not completed their self-studies.

Discussion of Dr. Suderman's request to conduct peer review by department rather than division resulted in the Committee's

decision to review the Performing Arts reports now; reports from the Visual Arts will be reviewed when they are ready. This will enable the Arts and Humanities dean to present the resource needs in the Performing Arts areas (Dance, Music and Theatre).

- Only one 2015-16 annual update report is missing.
- 2016-17 Comprehensive reports due in March:
 - CalWORKs
 - Corporate and Comm Services
 - Office for Students with Disabilities
 - Veterans Affairs (or possibly all areas in Student Life)

5. Action Items - none

6. Discussion items

- Accreditation visit – Members of the visiting team suggested that the rubric used to evaluate comprehensive reports be included in the Program Review Handbook. Carol will make that change.
- Strategic Planning
 - The President has proposed making Program Review a sub-committee of the Strategic Planning Committee. He envisions it as a shared governance committee rather than a standing committee of the Academic Senate. Program review was initially only done for Academic areas. It now includes all district areas. Committee members agree that the scope of the Committee is far greater than the Academic Senate scope. Discussion included making the Program Review Committee a sub-committee of the Strategic Planning Committee. Some thought having a rep from the Program Review Committee might be the better way to link program review with district planning. There was concern about making Program Review a shared governance committee because that would mean a student would be on the committee and in the role of critiquing reports written by their instructors. It was suggested that we review the 10 plus 1 faculty responsibilities in Title V for possible guidance. This topic will be placed on the next agenda for further discussion.
 - The new Strategic Goals are on the 2016-17 forms used for resource requests. Programs will align their requests with the new Strategic Goals there and in their 2016-17 program review reports.
- PRC meeting dates. The Outcomes Committee has requested we move three of our meeting dates.
The Program Review Committee will meet only for one hour on Nov 7 and the Outcomes Committee will begin their meeting at 4pm to enable both committees to meet on the 7th. We will see how that works before making decisions on the March meeting dates.

- Template revisions - Draft changes were discussed. Discussion will continue on Nov 7. The discussion expanded to included data and what time periods should be offered in Tableau.
7. Other – Svetlana will demonstrate Tableau during one of the Nov meetings. We intend to offer Tableau trainings in Feb and March to help report writers.
 8. The meeting was adjourned at 4:30pm.