

Dec 5, 2011 notes

----- Original Message -----

From: ceastin@avc.edu

Date: Tuesday, November 29, 2011 3:59 pm

Subject: Program Review Committee

To: sadams21@avc.edu, vbeatty@avc.edu, tmettler@avc.edu, mparker@avc.edu, ypetrin@avc.edu, asteinberg@avc.edu,> tyounglove@avc.edu, faviles@avc.edu

Happy Holidays! No Dec meeting!

Instead of holding a meeting next week, I would like to conduct a little business electronically. We will have 15 annual update reports to review using the rubric we approved in October. (Eight reports have been submitted; seven more are coming.) We will primarily be looking for evidence of data analysis.

Each report will be read by two people. Please select two reports from the lists below, or tell me you don't care which ones you read. You cannot review your own program. If you select a report from the submitted list you can review the report now, over Intersession or in Feb. I will give you a copy of the report (electronic or paper – your choice) along with a copy of the rubric. I will pass along the other reports for review when I receive them.

Annual update reports submitted

- Business, Computer Studies and Economic Development
- EOPS (Extended Opportunity Programs and Services)
- Financial Aid Office
- Health Sciences/Child & Family Ed/Child Dev't Center
- Human Resources
- Math, Science and Engineering
- STAR (Student Transition and Retention)
- Technical Education

Programs needing to submit annual update reports

- Social and Behavioral Sciences
- Student Development/Enrollment Services
- Enrollment Services
- Dept. Institutional Research, Planning and Effectiveness
- Kinesiology, Athletics and Dance
- Instructional Resources/Extended Services
- Palmdale Center

DIRPE and others are working on the data and content needs for future program review reports. Stay tuned. We will hopefully modify (read shorten!) the program review procedures in the spring for use in 2012-13.

Our first spring meeting will be on March 5.

Carol