

Official Minutes

PROGRAM REVIEW

TO: Members of the Program Review Advisory Committee
FROM: Jasmin Sanchez, Academic Affairs
DATE: April 22, 2020
SUBJECT: **April 21, 2020 Minutes of IPR Meeting Via Zoom**

In attendance at the meeting were:

Sunday Obazuaye (Chair)
Ja'net Danielo
Rebekah Hathaway
Nicole Iwaz
Ernest Lew
David Li
Janet Ramirez
Stephanie Rosenblatt
Amber Hroch
Collen McKinley
Graciela Vasquez
Andrew Vines
Quinn Doan

Absent

Henrietta Hurtado
Patricia Robbins Smith
ASCC Representative
Business Ed. Representative
Fine Arts Representative

Guests

Nick Real, Dean Technology
Carl Stammerjohn, Dept. Chair Woodworking
Reuben Foat, Woodworking
Linda Clowers, Dean Academic Affairs

1. Introductions & Welcome

Committee Chair Sunday Obazuaye welcomed committee members. Thank you for all you are doing to support the institution and the program review committee. The meeting began at 3:04 pm.

2. Approval of Minutes 04/07/20

Ja'net Daniello mentioned Kristi Blackburn's name was misspelled at the bottom of the minutes. Graciela Vasquez moved and Ja'net Daniello seconded the motion to approve the minutes with the correction. The minutes were approved unanimously.

3. Visitations

Reuben Foat, Carl Stammerjohn, and Nick Real presented the Woodworking Manufacturing Technology self-report. Sunday Obazuaye asked, based on the comments regarding a lack of interest in the trade, why younger people are not interested and what is the department looking to do in terms of outreach to get younger students. Ruben Foat mentioned the department currently schedules site visits for middle school and high school programs to have students see the labs and robots whirling around firsthand. Woodshop type programs have been cut from most high school program offerings and students are being pushed to more educational degrees instead of trade skills programs. Carl Stammerjam mentioned one of the challenges is that we get students not cut out for a 4-year degree but the technology component might be intimidating to them since they are more hands on learners. Reuben mentioned the student demographics show that 32% have bachelors degrees and 33% have a master's degree. An opportunity for outreach could be onsite demonstrations for people to see how the program works with tools and technology. The department recently received a financial gift of \$2.3 million from alumni which will help the department offer financial support to its students and the department. Reuben stated the department is currently working with the Cerritos College Foundation in order to establish multiple scholarships and grants for students in the department. The different scholarships are presented within the report. Sunday Obazuaye asked if scholarships would be competitive or if they would be open for all students. Reuben mentioned the details are still in progress and will be based on a number of different criteria. Andrew Vines commented that the Woodworking department has high safety standards and is one of the many great qualities of the program. Sunday Obazuaye asked about Hispanic/Black student success rates and if the program had a goal to address their low success rate. Reuben mentioned the program currently has a low population of students that identify as Black or Latino and their success rates are not disproportionate to the enrollment rates but will work on placing information about this piece in the final report. Sunday Obazuaye thanked the Woodworking Manufacturing Technology program faculty and liaisons Colleen McKinley and Andrew Vines for their support with the department report. Andrew Vines moved and Colleen McKinley seconded the motion to approve the report with recommendations. The report was approved

unanimously, pending the addition, in the final report, of the suggestion regarding Black and Latino student success rates.

4. Review of Programs update and Liaisons

Liaisons please contact programs, read drafts, and provide feedback to programs.

5. Programs up for review in 2020-2021 that have not submitted Appendix A

The following departments that have not submitted their Appendix A form: Athletics, Art and Design, Theater and Film; and Physical Education. All programs were contacted but have yet to respond. Liaisons please contact and continue to follow up with these programs.

6. CTX to schedule location for orientation Tuesday, 9/29/20

Sunday Obazuaye has sent out an email to the committee and all programs up for review on the date of the orientation. The location of the orientation is pending but given the current state of the campus, the orientation may be held online through zoom or some type of webinar. Sunday recently sent out the PowerPoint of the orientation to Jasmin Sanchez and asked that she email it out to the committee for review and revisions.

7. IPR Handbook update/revision SP 2020

Please take time to look over the handbook and provide any feedback to Sunday Obazuaye and Jasmin Sanchez. Thank you to the committee members that have provided their revisions and updates. Jasmin will work on consolidating the revisions into one document for review.

8. Approve revised Appendix B

Appendix B form was emailed to the committee today by IERP Director Amber Hroch. It was mentioned the committee should table approval until the next IPR committee meeting so that any revisions could also be incorporated into the handbook.

9. Update IPR website with Ex-Officio member- immediate past chairperson

Jasmin will work on updating the IPR website to include Ex-Officio member – immediate past chairperson.

10. Confidential Employee Representative

Sunday Obazuaye contacted Faculty Senate President, April Bracamontes, regarding next steps on the approved addition of a confidential employee representative to the IPR committee. She mentioned the item would be discussed with the Faculty Senate and approval to modify the shared governance workbook would be agendaized. We will await her response regarding these items.

11. Items from the floor

Sunday Obazuaye brought up the 2020-2021 program calendar for review. All committee members agreed the calendar was accurate. He also brought up the 2021-2022 calendar and stated the Business Communication Office Technology program chair sent an email asking if the program should be placed on the 2022-2023 cycle

since it was last reviewed in 2016-2017 due to a postponement. Andrew Vines mentioned the program should stay on the set 6-year cycle since they have plenty of time to complete their report and present in 2021-2022. The committee discussed and Dean of Academic Affairs, Linda Clowers agreed with the motion set by Andrew Vines. The decision to keep BCOT on the 2021-2022 program review calendar was unanimously approved.

12. Next Meeting 5/5/20

Sunday Obazuaye recommended the committee meet on May 5th to tie up any loose ends for the committee such as the revision of the handbook and finalization of orientation of new programs. The committee agreed to have the final SP 2020 IPR committee meeting on May 5, 2020.

Meeting Adjourned at 4:26 pm
Next Meeting is May 5, 2020
3:00 pm ZOOM