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PROGRAM REVIEW

TO: Members of the Program Review Advisory Committee

FROM: Miriam Tolson, Program Assistant

DATE: February 1, 2017

SUBJECT: **January 17, 2017 Minutes of IPR Meeting**

In attendance at the meeting were:

Angela Conley, Co-Chair
Stephanie Rosenblatt Co-Chair
Jan Connal
Gerardo Estrada
David Fabish
Mark Fronke
Kathy Hogue
Ernest Lew
Mark Olague
Dr. Patricia Robbins Smith
Graciela Vasquez

Absent

Sergio Macias
Stephanie Murguia

Guests:

Angela Tesima (For Dr. Kristi Blackburn)
Frank Vega

1. **Introductions** – Frank Vega and the committee members introduced themselves.
2. **Automotive Repair Visitation** – The Department Chair presented the goals and SWOT analysis. Since the original draft did not meet the scheduled timelines, the committee liaisons will provide feedback and re-visit the draft for the next stage in preparation for the committee to review for approval at an upcoming meeting. The department chair agreed to include the required data, and tie the SWOT analysis to the data and include the SLO assessment. The committee agreed to send feedback to Stephanie Rosenblatt and Graciella Vasquez by noon on Thursday, 1-19-17. Once the feedback is sent to Frank Vega, Department Chair to update and make revisions.
3. **Approval of Minutes 12-06-16** –There was a Motion by Mark Fronke to approve the minutes, Seconded by Kathy Hogue. The committee unanimously approved the minutes as presented. There were no abstentions.
4. **Review of Programs Updates 2016-17** –The committee had a thorough discussion regarding the English department's request for an extension on their review process. The Co-Chairs will follow-up with the department to incorporate a plan. The **Chemistry** department is on schedule with their final draft. Mark Fronke and Graciela Vasquez will follow-up with the **Music** department regarding the status of their final draft. The department visitation is scheduled for the upcoming meeting.

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Mark Olague and David Fabish have been working with the **Teacher TRAC** department and their review is progressing. The other departments will be updated at a future meeting.

5. **Review of Programs Updates 2017-18** - There were not additional updates to report.
6. **Items from the Floor** – Stephanie Rosenblatt will reach out to the programs scheduled for review and stress the processing deadlines since some of the departments did not meet the schedule timelines. The committee discussed revisions on the liaison assignments due to faculty vacancies. Kathy Hogue commended the CTE faculty regarding their participation with the state with the Strong Workforce grant involvement.

Next Meeting Scheduled for
Tuesday, February 7, 2017
3:00 P.M.
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