

PROGRAM REVIEW

TO: Members of the Program Review Advisory Committee

FROM: Daniel Hernandez, Academic Affairs

DATE: March 25, 2019

SUBJECT: **March 05, 2019 Minutes of IPR Meeting**

**In attendance at the meeting were:**

Angie Conley (Co-Chair)  
Sunday Obazuaye (Co-Chair)  
Kristi Blackburn  
Reed Brown  
Reuben Foat  
Rebekah Hathaway  
Ernest Lew  
Stephanie Rosenblatt  
Patricia Robbins-Smith  
Graciela Vasquez  
Andrew Vines

**Absent**

Collen McKinley  
Mark Olague  
Guillermo Rivera Business Rep.

**Special Guests**

(No special Guests)

- 1. Introductions & Welcome** – The committee began the meeting at 3:08 PM.
- 2. Approval of Minutes 2/19/19** – Stephanie motioned to approve the minutes. Ernest, Kristi, and Patricia abstained. The committee approved the minutes for February 19, 2019.
- 3. Speech Visitation (Rescheduled for April 16)** – Angela Hoppe-Nagao, who was scheduled to present the Speech Department report today, had an unexpected medical emergency, the committee voted to reschedule Speech review for April 16.

4. **Accessibility Compliance with IPR website (Daniel making all docs accessible)** - Daniel, the program review assistant, needed the committees permission to make the IPR workbook, and any other document that must get uploaded onto the CMS website, to be in compliance with all accessibility standards that are set forth by the college. Angie stated that Daniel showed her how non-accessible the documents are and proceeded to demonstrate how to make them accessible. The committee approved the changes.
5. **Review of Programs Updates** - Sunday stated that Faculty Senate reviewed the resolution that was created by the committee in regards to the two programs that did not comply with Program Review requirements. Sunday stated that there was some discussion with the language of the resolution, more specifically the holding of funds for the programs due to their non-compliance. Some faculty from the department discussed if holding funds would affect students, the argument was if they cared about their students, then they would comply with what they are obligated to do. Angie asked that if she and Sunday should meet with Mickey, who is in charge of the two departments that did not review, in order to start working on the reports that are required. Stephanie argued that it is a good idea but this case is different since there has been no contact / response with the committee, so the idea that Angie brought up would not be effective. Stephanie stated that the committee has done everything in its power to get these programs to review and that now it is up to the Technology Division and Faculty Senate to forward the process. Reuben, who is part of Technology, brought up the idea that responsibility of these reports may be transferred to different faculty in the division to get them done. Angie stated that Math is still working on their draft for the review; they are still waiting on data and still working on their goals.
6. **IPR Workbook – Updates** – Sunday asked the committee if they would like to change the language on Page 8 under Consequences for Non-Compliance. The committee added strong work force in bullet point 3. It now reads Department requests for Perkins / Strong Work Force funds to be denied. Page 18 also is to be revised, which is the SLOs section. Appendix A (Planning Form) page 9, the form itself is going to change. The revision is going to state submit by January 31<sup>st</sup> instead of March 31<sup>st</sup>. The committee will vote to approve the changes once everything is completed together.
7. **Items from the Floor** – Sunday stated that he wants to put together some guidelines for new committee members and list certain documents to be included in the new member folder. Angie agreed and will put that on the agenda for the next meeting. Angie stated that she might be stepping down from the committee all together next semester to focus on some private matters. She let the committee know that they should think about who would want to be a co-chair along with Sunday. Sunday preferred to have a co-chair as well. The committee members started to discuss what they are currently working on.

Reed Brown wrote a play for the theater department that is currently being performed on campus. Rebekah Hathaway's dance team are performing a concert on campus. Rueben Foat, under Wood Working, are hosting a small festival that will have tool manufactures demonstrating how to use them. Andrew Vines, Dean of SEM, invited the members to Columbia Memorial Space Center for an awesome event that will have cool SEM activities and what not.

**Meeting Adjourned at 4:10 PM**  
**Next Meeting is April 2nd, 2019**