

PROGRAM REVIEW

TO: Members of the Program Review Advisory Committee  
FROM: Daniel Hernandez, Academic Affairs  
DATE: January 28, 2019  
SUBJECT: **January 15, 2019 Minutes of IPR Meeting**

**In attendance at the meeting were:**

Angela Conley (Co-Chair)  
Sunday Obazuaye (Co-Chair)  
Reed Brown  
Rebekah Hathaway  
Kathy Hogue  
Graciela Vasquez  
Reuben Foat  
Kristi Blackburn  
Stephanie Rosenblatt

**Absent**

Andrew Vines  
Omar Gutierrez-Rocha  
Patricia Robbins-Smith  
Guillermo Rivera  
Mark Olague  
Business Rep.  
Ernest Lew  
Collen McKinley

**Special Guests**

Cynthia Alexander (EDT)

1. **Introductions & Welcome** – The committee introduced themselves, and welcomed Cynthia Alexander from the Educational Technology department listed under Special Guests.
2. **Approval of Minutes** – The committee did not hold quorum, therefore, minutes will be voted on in the next meeting.
3. **Educational Technology Visit** – EDT brought in their final report to be reviewed by the committee. Cynthia spoke about the goals, weaknesses, and current state of the department. Some of the goals that were presented are as follows.
  - Advertising the EDT program to a greater audience.
  - Update the EDT website.
  - Create a program improvement plan with steps to review and update SLOs.

## Official Minutes

- Adding educational videos to their courses.
- Remaining active in the field of EDT by attending conferences and other forms of networking.

One of the main weakness that EDT faces is student retention in their online courses. Many students drop the courses due to their challenging nature. Some feedback the committee gave was putting a name on who is supposed to be responsible for achieving the goals of the program. The committee will vote on the next meeting to approve the final report since no quorum was held.

4. **Review of Programs Updates** –Political Science have turned in their draft report to Angie and Sunday. The committee is concerned about Engineering Design Technology, they missed all their deadlines last year and there is still no update from that department. All other upcoming programs that up for review are on track.
5. **Summary of IPR Orientation Workshop for 2019/20 cycle** – Angela Conley and Sunday Obazuaye discussed the good turnout and feedback regarding the orientation on November 29.
6. **IPR Workbook – Update Appendices Deadlines** – Due to some changes in when IERP delivers data, Angela Conley proposed that some of the IPR workbook deadlines be adjusted. She will compose a draft for review in Spring.
7. **Items from the Floor** – Congratulations to Kathy Hogue, she is now the new CSA president. Due to her increase in responsibilities, she will no longer be able to attend the meetings, however, she will appoint another classified to attend the meetings in her place.

**Meeting Adjourned at 4:15 PM**  
**Next Meeting is February 5, 2019**