

PROGRAM REVIEW

TO: Members of the Program Review Advisory Committee

FROM: Daniel Hernandez, Academic Affairs

DATE: September 26, 2019

SUBJECT: **September 17, 2019 Minutes of IPR Meeting**

In attendance at the meeting were:

Sunday Obazuaye (Chair)
Rebekah Hathaway
Stephanie Rosenblatt
Henrietta Hurtado
Carmen Lizarraga
Ernest Lew
Patricia Robbins Smith
David Li
Nicole Iwaz

Absent

Andrew Vines
Collen McKinley
Mark Olague
Graciela Vasquez
ASCC Representative
Fine Arts Representative
IERP Representative

Special Guests

Mickey Micic (Engineering Design Technology)

1. **Introductions & Welcome** – Committee Chair Sunday Obazuaye welcomed members to the first meeting of the academic year. The committee welcomed new members David Li and Nicole Iwaz. The meeting began at 3:10 PM.
2. **Approval of Minutes 4/16/19** – Committee member Rebekah Hathaway motioned to approve the 4/16 minutes. Seconded by Carmen Lizarraga. Patricia

Robbins Smith abstained. The committee unanimously approved the minutes from 4/16.

3. **Physical Therapist Assistant Program (PTA). Sandra Marks request to reschedule for next year. APPROVED vote by mail.**
4. **Math request for extension till October 1. APPROVED vote by mail.**
5. **ENGT visitation** – Department Chair Mickey Micic alongside committee member David Li, presented the self-study report for Engineering Design Technology. Mickey began the presentation by informing the committee of how successful his students are in getting a job in their respective fields after being in the program. The program highlighted its diversity among students and graduation rates. Enrollment rates among the program have been increasing each year. SWOT analysis of the program showed strengths with the current state that the program has with engineering design technology practice. The program also has strengths in regards to their established leadership with SolidWorks education and certifications. Weakness for the program showed a lack of female students currently enrolled in their classes. In addition, a lack of capstone classes affect the program. Opportunities for the program present themselves with the strong aerospace, medical device, and high-tech manufacturing base that is present in today's fields. Threats shown were the negative perception of the field and obsolescence of their technology due to the software changes of their applications. Goals of the program were presented as well. The committee reviewed the goals and offered feedback to be corrected. Stephanie asked Mickey to put more long-term goals for the program, and to also put dates on goals that did not have any. Stephanie Rosenblatt motioned to approve the self-study report on the basis that the corrections are completed. Henrietta Hurtado seconded. The committee unanimously approved the Engineering Design Technology self-study report.
6. **Updates (add new member's protocol to Handbook?). APPROVED vote by mail.**
7. **Review of Programs update and Liaisons:** Women's and Gender Studies is up for review on November 5. Philosophy is up next on November 19. Physical Therapy Assistant was rescheduled for next year. Pharmacy Technician presents on January 1. Kinesiology is on February 4. Anthropology February 18. ESL is on March 4. Wood Working Manufacturing is the final program on April 7. The committee updated the 2018 – 2019 liaison list to reflect current members. Stephanie Rosenblatt raised a concern that some programs were not contacting the library department as required on Appendix A. The committee agreed that there needs to be more effort to make sure the programs contact Stephanie in order to comply with Appendix A.

8. **IPR Orientation 2020-2021 programs up for review – October 29, 2019 (BE120)** – Orientation for the 2020 – 2021 cycle will be taking place on October 29, it is recommended that committee members attend in order to meet with the programs that they will be liaisons for. The Planning form (Appendix A) will be given to the programs that are up for review.
9. **Schedule 2020 – 2021 Calendar** – The committee has completed the 2020 – 2021 Calendar Liaison list. The programs were chosen at random at what date they will be presenting their self-study report. Committee members chose the programs they are going to represent as liaisons. The document will be posted on the committee website.
10. **Schedule 2021 – 2026 Cycle** – [Tabled for Next Meeting]
11. **Items from the floor** – No items from the Floor.

Meeting Adjourned at 4:16 PM
Next Meeting is October 01, 2019
MCIS 205