

Official Minutes

PROGRAM REVIEW

TO: Members of the Program Review Advisory Committee
FROM: Jasmin Sanchez, Academic Affairs
DATE: February 19, 2020
SUBJECT: **February 18, 2020 Minutes of IPR Meeting**

In attendance at the meeting were:

Sunday Obazuaye (Chair)
Rebekah Hathaway
Nicole Iwaz
Ernest Lew
David Li
Henrietta Hurtado
Stephanie Rosenblatt
Carmen Lizarraga
Patricia Robbins Smith
Humberto Solis
Graciela Vasquez
Andrew Vines

Absent

Ja'net Danielo
Collen McKinley
ASCC Representative
Business Ed. Representative
Fine Arts Representative

Special Guests

Mark Abbruzzese, ANTH – BHSS
Rachel Mason, Dean BHSS
Linda Clowers, Dean Academic Affairs

1. Introductions & Welcome

Committee Chair Sunday Obazuaye welcomed committee members. The meeting began at 3:06 pm.

2. Approval of Minutes 02/04/20

Carmen Lizarraga moved and Rebekah Hathaway seconded the motion to approve the minutes. The minutes were approved unanimously. Humberto Solis, David Li, and Andrew Vines abstained.

3. Department Visitation

Mark Abbruzzese presented Anthropology's self-study report to the committee. Mark provided a general overview of the program describing the four core areas of study in Anthropology: Linguistics, Cultural, Biological/Physical, and Archeology. Mark went into program goals regarding SLO assessments and marketing of the AA-T degree. Sunday Obazuaye mentioned the timeframe stating "ongoing" for these goals should be revised. Stephanie Rosenblatt added that a date or semester should be included to provide a more specific timeframe on when these goals will be reassessed. Graciela Vasquez commented goal could use descriptive language to describe how the department will "encourage" faculty or students. Mark moved on to share the goal to expand the current tutoring program offered. The tutors have availability outside of the regular class and office hours in order to meet student needs. The faculty are promoting the service during every class meeting. The department is working on faculty development by inviting faculty to attend local meetings and conferences that will be hosted in Southern California after some time. The department is also looking for a new full time faculty to replace the recently retired faculty, Monica Bellas, which brought the department down to two full-timers. Rebekah Hathaway mentioned the department should submit their request to the Faculty Hiring Prioritization committee as soon as possible to get the department on the list for full-time hires. Mark mentioned the department currently houses various casts and has three full size articulated skeletons on display. The three skeletons are Lucy, Turkana Boy, and a Neanderthal. The department is looking to expand their offerings into educational DVD's and possible subscriptions to different publications. Stephanie Rosenblatt mentioned the library could assist with the acquisition of those materials and asked Mark to provide her with a list. Mark stated the department is looking to expand their online and on ground course offerings. Currently the department offers about seven different anthropology classes, which is larger than some course offerings at other community colleges. This makes the program attractive to students majoring in Anthropology since they can transfer out more units. Andrew Vines asked if the department would ever consider combining the ANTH 115 lecture and lab courses. Mark replied it would be something the program could look into for the future. Stephanie Rosenblatt brought up the issue with class size and suggested the department not over enroll in courses but rather open up more sections in order to get a more accurate count enrollment figures. Mark mentioned some of the courses were brought down from 60 to 46 and the department is looking to further reduce the size between 30-35 in order for students to get more from the course. Andrew Vines asked if the department offers off-site digs for archeology students. Mark replied there is no

field research course but the department encourages students to sign up for outside programs, such as ShovelBums, that give students hands on experience. Rachel Mason added that she is working with Mark and his co-chair, Jeff Rigby, and they are discussing online courses, labs, program design, and adjunct recruitment. The division was able to secure many of the classroom materials with the use of division funds and this has been a source of recruitment for adjunct faculty. Andrew Vines moved and Stephanie Rosenblatt seconded the motion to approve the report pending revisions. The report was approved unanimously.

4. Review of Programs update and Liaisons

Liaisons please read drafts and provide feedback to programs.

5. Programs up for review in 2020-2021

Sunday Obazuaye placed program names that are up for review in 2021-2022 into a bucket for random order selection.

6. Select Programs for review in 2021-2022 academic year

Committee members took turns drawing names to set the order for program visitations.

7. Assign liaisons for programs for review in 2021-2022

Committee members were assigned as liaisons to programs of their choosing. The IPR master list 2021-2022 will be updated to reflect this information.

8. Orientation for 2021-2022 programs – Tuesday 9/29/20 or Thursday 10/29/20

Sunday Obazuaye opened the discussion by asking committee members to choose a date for the next orientation. Andrew Vines suggested Tuesday, September 29, 2020 since it is a few weeks after the start of the fall semester and most faculty are settled. Committee members mentioned the October date was close to Halloween and is usually a hectic time with multiple campus events occurring on campus. The committee unanimously selected to hold orientation on Tuesday, September, 29, 2020.

9. Contact CTX to schedule location for orientation

Sunday Obazuaye will follow up with the CTX center to host orientation on the date selected by the committee – Tuesday, September 29, 2020.

10. IPR Handbook update/revision SP 2020 – tabled

11. Revise Appendix B – tabled

12. Include “Confidential Employee” representative to committee membership per Confidential Employees’ request – tabled

13. Update IPR website with Ex-Officio member- immediate past chairperson and Confidential Employee representative – tabled

14. Items from the floor – N/A

Meeting Adjourned at 4:06 PM

Next Meeting is March 3, 2020

LA 211