ACADEMIC PROGRAM REVIEW COMMITTEE
Solano Community College

Membership:
Ferdinanda Florence—Coordinator
Chris McBride—School of Liberal Arts
Vitalis Enemmuo—Health Sciences
Katherine (Kitty) Luce—Library/Counseling
Maureen Powers—Social & Behavioral Sciences
Kevin Spoelstra—Applied Technology & Business
Dmitriy Zhiv—Math

Ex Officio:
Robert Gabriel—Dean of Health Sciences
Peter Cammish—Dean of Research and Planning
David Williams—VPAA

In attendance: Ferd, Chris, Maureen, Robert, Peter, David, and Ruth Fuller (substituting for Kitty)
Absent: Vitalis, Kevin, and Dmitriy
Guests: Accreditation Team Members Dr. Linda Cooley, Dr. Roland Finger, Dr. John Mosby, Dr. Baba Adam

Minutes—Special Meeting—Wednesday, October 4, 2017
1:00-2:00 p.m., Board Room

1. Approval of Agenda: 1st Chris, 2nd Maureen
2. Public Comment—none
3. Minutes from 9/25/17—vote for approval: 1st Maureen, 2nd Chris
4. Coordinator's report and discussion items
   a. Review of Status Update, noting current status of programs in the program review process. Coordinator will meet with Maire Morinec to review two-year abridged and six-year templates. In addition to programs already contacted to submit two-year reports, Horticulture will need to complete a two-year report in 2017 to stay in compliance. Coordinator will create a customized template for Horticulture, based on feedback from Maire.
   b. Review of first page of Physics Program Review Update form, submitted last week. Coordinator noted that the form allows faculty to delete formerly-stated goals that are completed or no longer relevant, or simply annotate the document to note that those goals are completed. Moving forward, the committee should determine how the information on the yearly updates should be folded into the six-year document, and further how the CurricUNET module should be used to close the loop on "old goals" while highlighting current/future goals. Maureen noted the importance of maintaining records independently of CurricUNET, in case the system becomes unreliable or inaccessible. Accreditation Team members asked how the yearly updates would be used to inform planning—whether information sent from the updates would be simply informational or actionable.
   c. Further discussion regarding Program Review procedures with Accreditation Team members.
5. Adjournment—1st Chris, 2nd Ruth.