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ACADEMIC PROGRAM REVIEW COMMITTEE
Solano Community College

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Membership:
Ferdinanda Florence—Coordinator
Kevin Spoelstra—Applied Technology & Business
Nick Cittadino—Counseling
Vacant—Health Sciences   **Ex Officio:**
Chris McBride—Liberal Arts   Damany Fisher—Research & Planning
Katherine (Kitty) Luce—Library   David Williams—VPAA
Dmitriy Zhiv—Math   Vacant—Dean
Maureen Powers—Social & Behavioral Sciences

Absent: Kevin, Chris, Damany, David

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Minutes—Monday, March 11, 2019
2:30-4:00 p.m., Room 902

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1. Approval of Agenda—1st Nick, 2nd Maureen
2. Public Comment—none
3. Approval of Minutes, 2/25/19—1st Kitty, 2nd Dmitriy
4. Vote to recommend eLumen adoption: motion to recommend to the Academic Senate the adoption of eLumen at the expiration of the college's contract with Governet (Curriqunet)—1st Nick, 2nd Kitty. Committee discussed the motion, and reviewed the advantages of eLumen over Governet, as noted in discussions in previous meetings. According to eLumen, 70 community colleges in CA are using their platform, and most of those had switched from Governet. Committee members highlighted the importance of being able to set data parameters so that charts would be automatically updated with relevant enrollment information (student demographics and success rates, headcounts and FTEs, etc.). The "WISYWIG" features are especially vital, given the need to continually update the Program Review template in response to changing demands at both the state and college level. Motion carried with unanimous approval of committee members in attendance.
5. Coordinator's report and discussion
   a. Coordinator's planned presentation to School of Social and Behavioral Science (March 15 School meeting). Coordinator shared plans to review the template, the additional data available from the Research and Planning webpage, and the standardized survey. Faculty will need to submit to the Coordinator any additional questions that they would like added to the survey, so that Research and Planning can create customized Qualtrex surveys for each program. Committee members noted that School faculty should be given a one-week deadline to submit additional questions, while the Coordinator's presentation remains fresh in their minds and before the task falls off the faculty members' radar.
   b. Abridged template—proposed revisions, and issues related to two-year CTE review. Coordinator met with Applied Technology & Business/CTE Dean Maire Morinic on Feb. 26 to discuss possible revisions to the abridged template.
      i. Maire noted that several programs previously eligible for Perkins funds are no longer eligible, having met a three-year threshold for activities

funding. Program faculty are required to submit the two-year report when receiving Perkins funds, but the incentive—and, more essentially, the justification—to complete the two-year report vanishes when those funds are no longer available from the state.

   ii. Maire emphasized the importance of demonstrating success and gains on the CORE indicator report, in order for programs such as Nursing to continue to be eligible for Perkins funds. The CORE report notes the retention rates and other data for specific demographics, such as "displaced homemaker" and "disabled student."

   iii. Maire agreed that the CORE indicator question on the two-year and six-year/full report could be modified to be more understandable and answerable, so that faculty would address the ways that they attract underrepresented student populations to their programs, and work to keep those students in the program. Demographic data regarding ethnicity and gender would be useful for faculty analysis, along with VTEA (Vocational Technical Economic Act) data. The Coordinator will further discuss with Research and Planning the possibility of adding VTEA data in the next round of program reviews (for the School of Health Sciences). The question will be modified for both the two-year and six-year templates.

c. Revisions to handbook; Committee members reviewed the handbook, and created a working revised draft with a tighter review schedule and an end-of-Fall-semester due date for report submissions. Handbook should also include language approved by the Senate to mandate a meeting with the Coordinator, should program faculty miss the deadline.

6. Adjournment—1st Dmitriy, 2nd Nick
7. Review of Drafting report (Nick and Kitty)