



**ANTELOPE VALLEY COLLEGE
PROGRAM REVIEW COMMITTEE MEETING**

October 6, 2014 Agenda

3:00 p.m. – 4:30 p.m.

A140

To conform to the open meeting act, the public may attend open sessions

1. Call to order and roll call
1. Opening comments from the Program Review Committee Co-Chairs
2. Open comments from the public
3. Approval of September 15 minutes
5. Reports
 - a. Academic Senate
 - b. 2014 schedule
6. Action Items
7. Discussion items
 - a. “District Planning and Your Program review Report” FDP workshop material
 - b. Evaluating 2014 reports
8. Other
“District Planning and Your Program review Report” will be offered twice:
Wednesday, October 8 noon – 3pm APL 204B
Tuesday, October 14 8am – 11am APL 204B
9. Adjournment

2014 Schedule

Year 1: Comprehensive Report: Oct 2014

- Enrollment Services
- Executive Council ((Office of Super/President, Office of VPAA, Office of VPSS, Business Services, Facilities Services, Human Resources, ITS which includes IMC, Institutional Adv & Fdn, Institutional Effectiveness, Research and Planning, Marketing)
- Financial Aid Office
- Kinesiology and Athletics
- Library
- Math and Science
- Palmdale Center

Status Quo Option In years two and four of the review cycle, programs may determine that the program review conducted in the previous year accurately reflects program planning for the current academic year and it will guide program and district planning for another year.

Year 2: Annual Update or Status Quo Option (Last Comprehensive: Oct 2013)

- Business, Computer Studies
- EOPS (Extended Opportunity Programs and Services)
- Health Sciences programs
- Social and Behavioral Sciences programs (comp needed from Economic Dev't*)
- Student Development and Services*
- STAR (Student Transition and Retention)
- Technical Education programs (comprehensive needed from Engineering)

Year 3: Annual Update (Last Comprehensive: Oct 2012)

- Auxiliary Services
- CalWORKs
- Office for Students with Disabilities
- Veterans Affairs

Year 4: Annual Update or Status Quo Option (Last Comprehensive: Oct 2011)

- Counseling
- Job Placement
- Language Arts programs (which includes the Learning Center)
- Outreach / Information and Welcome Center
- Visual and Performing Arts programs* (which includes Dance)

***Incomplete or missing 2013 reports must be provided to exercise status quo option**

Comprehensive: Economic Development, Student Development and Services

Annual: Film & TV, Music – Commercial, Photography, Theatre Arts

PROGRAM REVIEW COMMITTEE MEETING
October 6, 2014 Minutes
3:00 p.m. – 4:30 p.m.
A140

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The meeting was called to order at 3:00pm.

Present: Stacey Adams, Dr. Fredy Aviles, Bonnie Curry, Melanie Parker, Ann Steinberg, Dr. Les Uhazy, Carol Eastin, Dr. Svetlana Deplazes

The minutes of September 15 were approved.

Reports

c. Academic Senate

Members of the Senate expressed concern that program review reports are required a month after completing the posting of 2013-14 action plans. Carol explained the Oct due date was necessary to have reports reviewed for use by SPBC in March. As we move into more long range and ongoing planning March may not hold the significance it has in earlier years.

Most senators thought the Status Quo Option was very practical.

Carol will send templates to each dean/director. WEAVE still reflects the 2013-14 academic year so people should not post their 2014 reports yet. This is a recurring problem of having Outcome work for the prior academic year being posted in WEAVE three months after the new academic year begins.

- d. The 2014 schedule was modified at Ed Knudson's request and approval of Senate President Ed Beyer. Ed K believes the process will be more useful if all members of the Administrative Council collaborate to write one report rather than each writing individual reports.

Action Items

Discussion items

- a. "District Planning and Your Program review Report" FDP workshop material
Svetlana talked about data available on the Program Review website. TOP codes were provided to correspond with CCCCO reporting but some programs have more than one TOP code which will make their program review work more cumbersome. Svetlana will discuss this concern with Meeta. Committee members believe that the data is more complex than last year and that will make it less likely people can complete program review without the individual assistance of IERP staff.
- b. Evaluating 2014 reports.

Committee members will inform Carol of any review preferences before the comprehensive reports are ready for review.

Other

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The meeting was adjourned at 4pm.