Program Review Subcommittee

Date: September 29, 2016 | Time 12:15 pm – 1:15 pm

In Attendance

Raquel Ackerman, Karin E. Brown, Michael Germano, Mandy Hillstrom, Taewon Kim, Veronica Villa (note taker), Michael Willard, Mario Castaneda

Excused: Kenneth Ryan

Call to Order

M. Willard called the meeting to order at 12:20 PM.

Approval of Agenda

- T Kim approved, M. Germano 2nd

Approval of Minutes

- M. Germano approved, T Kim 2nd

Elections of Vice Chair

- Ken Ryan declined nomination
- Mandy Hillstrom nominated and unanimously elected Vice Chair

Announcements

- Members encouraged to nominate themselves to serve on WASC Steering Committee

External Reviewers Update

- Discussed qualifications and experience needed to be an effective external reviewer:
  1. Experience with Program Review
  2. Experience with Accreditation
  3. Experience as a Department Chair in the disciplinary program under review
  4. Leadership on committees involving self-study or accreditation at the department level
  5. Leadership in the discipline at the local, state, national level, or related government appointments/service
  6. Curriculum/program development within the discipline under review
  7. Experience as a Grant reviewer in the discipline
Review/Update Template of Self-Study

- Motion to delete Appendix-H Matrix of Courses and instructional Modes (M. Hillstron, T Kim 2nd, unanimously approved)
- Add 3.10: Innovations in Curriculum; Committee discussed adding the following narrative:
  - Describe faculty participation in curriculum development activities such as CETL, Service Learning, discipline specific curriculum development activities
  - Develop a rubric for the section with options
  - Stopped review and discussion at Appendix D

Template of Report for Program Review

- Not discussed

Possible Rubric for Evaluating Self-Study Document

- Not discussed

Self-Study Reports – Dissemination Updates

- Postponed until available

New Business

- None

Adjournment

The meeting was adjourned at 1:32 pm