



Planning & Program Review Committee

10/5/2009

3:30 – 5:00

Members:

* Present

Cheryl Marshall (co-chair) *

Charlie Ng *

Kathy Crow

Ralph Rabago *

Wayne Bogh *

Robert McAtee

Jessica McCambly

Catherine Pace-Pequeño (co-chair) *

Gary Williams *

Michelle Riggs *

Rebecca Warren-Marlatt *

Matthew Lee *

Gloria Harrison (ex-officio)

GUESTS: Kirsten Colvey, Rejoice Chavira, Joe Cabrales

----- Minutes -----

- I. Kathy Crow is leaving the committee due to medical reasons. Cheryl has asked Scott Rippy to appoint an additional faculty representative to take her place.
- II. There is a discrepancy with the schedule of meeting with units November 2 and 9 because they are not due until November 15. Will work with Rick Hogrefe to see if they will be ready or we will need to reschedule.
- III. Before distributing feedback and rubrics to units, we will remove the individual scoring numbers and X's & replace with mean and overall meets or does not meet.
- IV. There are some comments which are being made by committee members that are put in the wrong place. The document rubric is intended to improve the process, and is simply looking at how well the form was completed. The effectiveness rubric is looking at the substance of the unit- how they are doing and what the results mean. Matthew will draft an example to help members. Rebecca and Cheryl will work on a model.
- V. EOPS Program Review Discussion:
 - A. Comments: Great description of services and alignment to the college's mission. SLO/SAO & POS surveys. Data issues- Datamart & MIS data specifically. Discuss further partnerships- strategic thinking to deal with the LRC.
 - B. Rubrics for SLO's need to be submitted. The timeline is that this process should have measurements by the end of this semester. The cap and 3 appointments are mandated by the state.

C. Would like to evaluate effectiveness of counseling services within program.

VI. Admissions and Records Program Review Discussion:

A. Comments: Good description of services and innovations. Good use of CCCApply & SLO's.

B. Discussed 100% online service: balancing staff shortage, convenience and automated processes.

C. SLO/SAO's are set by state. Utilize technology to apply & register online. Accuracy measurement not clear.

Next Meeting:

10/12/2009 3:00-5:00

- Approve Minutes
- Discuss Financial Aid, DSPS, Assessment, Admissions & Records, and EOPS Feedback.
- Meeting with Anthropology and Psychology to discuss Program Reviews

NEXT MEETING WILL IN LADM 217, 10/12/2009 FROM 3:00 – 5:00