



Budget and Planning Committee

4/20/2009

3:30 – 5:00

Members:

*Present

Charlie Ng (co-chair)

Cheryl Marshall*

Kathy Crow

Ralph Rabago*

Gloria Harrison (ex-oficio)

Ted Phillips (ex-oficio)

Catherine Pace-Pequeño (co-chair)*

Alex Contreras*

Cidhinnia Torres Campos*

Gary Williams*

Michelle Riggs*

----- Minutes -----

Program Review for Microbiology:

- Curriculum- No discussion (2)
 - Cycle started/ incomplete
 - Written assessment in the spring
- Retention- discussed difference between MICRO 102 & 150 about 80%
 - No discussion of how to address
- Persistence- not discussed (0)
- Pass Rate- not below 90% (3)
- Enrollment- Growing. Discussed bringing in additional sections 115- 146 (3)
- Faculty Ratio (0)
- Marketing/Outreach- Not addressed (0)
- Faculty Load- Not discussed
- WSCH- 596 as of FA07
- Major issues with budget
- This program is critical to Allied Health/ Public Safety, and transfer
- Recommend additional funds
 - Unit should develop a plan with consideration to what funding they need, what it will be used for, and a timeline
 - Concern with health & safety issues of spongy floors and termite damage
 - Recognize this program has been underfunded for years. Recommend the President work with the program to develop and explore plans to expand programs (PA/VET)
- Would like more reflection & discussion.

Fire Program Review

- Curriculum- (2)
 - Determined at a statewide level. Haven't assessed & evaluated SLO's
- Retention- Stated 92-135% Actual 87-98% (3)
- Persistence- Not discussed (0)
- Pass Rate- Stated 75-95% Actual 79-80% (3)
- Enrollment- Steady (2)- Would like unit to explain if this is to be expected, or if there is room for growth
- Faculty Ratio (0)
- Marketing/Outreach- (2)
- Faculty Load- No discussion
- WSCH- 482-771 (3) Avg. over 525
- Would like more reflection & discussion
- Include more reviewers for this process
- Expand discussion need to add details
- Good discussion on equipment & maintenance
- Recommend Pres. Continue funding
- Unit should work with the ORP to understand data
- Need to put SLO's as an attachment

ETC Program Review

- Good job with information on JPA portion
- Couldn't finish evaluation because For Credit classes were not included- no analysis or data
- Need to address how this unit benefits the campus
- There isn't a clear connection or reflection on the return on investment for CHC
- Recommend we return to supervisor to complete analysis on instructional aspect of this unit.

CTE Program Review

- Format of the document isn't appropriate to evaluate
- Need a big picture/higher level
- Evaluating what units are doing well and which aren't
- Management perspective on department as a whole
- They told us a lot about the day to day. We asked the wrong questions which aren't going to be beneficial for determining the departments value to the college.

General Notes from Program Review:

- Committee would like to see Deans supervise how the disciplines are doing and see input from a managers perspective in future documents
- Need to adjust questions to encourage reflection
- Documents are lacking analysis of data provided
- No consequences/ No reward are issues campus wide with regard to compliance

Next Meetings:

- 4/27/2009- Memo to campus; Discuss Rebuttal to Recommendations for Program Reviews; Subcommittees to submit their Annual Plans reviews to provide feedback.
- 5/4/2009 & 5/11/2009- Make Revisions to Program Review and Annual Planning Forms; Review Timeline for 09/10.

NEXT MEETING WILL IN LADM 217, 4/27/2009 FROM 3:00 – 5:00

DRAFT