



Planning & Program Review Committee

1/11/2010

3:00 – 5:00

Members:

* Present

Cheryl Marshall (co-chair) *

Charlie Ng *

Wayne Bogh *

Robert McAtee

Ralph Rabago *

Gary Williams *

Catherine Pace-Pequeño (co-chair) *

Rebecca Warren-Marlatt *

Denise Hoyt *

Jessica McCambly *

Michelle Riggs *

Keith Wurtz *

Gloria Harrison (ex-officio)

----- Minutes -----

Guests: Everett Garnett, Rick Hogrefe, Jim Urbanovich, Mark McConnell, Tom Bryant, Kevin Palkki

- I. Reviewed Chemistry & DSPS Feedback Documents. Committee discussed minor changes and will sign final drafts at the next meeting.
- II. Committee met with Speech Department to review Program Review Document; document is well written & thorough. There is a clear mission statement, description of unit, and the SLO process.
 - A. Discussed “Chautauquas” - This is a concept which would be interdisciplinary, starting small with the goal of growth.
 - B. Journalism was included with this discipline and has a basic curricular model in place however would require a larger student body to be successful. Ideally, the Student Life department in partnership would be able to produce a student newspaper. This unit feels pursuing journalism at this time is not the best use of resources and it should be put on hold until a need is identified.
 - C. This unit would like to engage in a workforce development certificate program incorporating speech into “real life”. There is an opportunity to team with the Redlands Police Department to develop a program to train officer’s speech skills which would help their officers communicate with media & public during emergency situations. Also discussed were opportunities to develop a workforce development program which would team with business courses.
 - D. The committee compliments this unit’s use of alternative courses such as short term and learning communities. The retention rate is especially high in nine week courses and the instructors feel students really enjoy the course timeline in those courses. Also impressive is that all of the speech courses transfer. The unit is commended for its involvement with adjunct faculty and their

mentoring/networking and regularly scheduled meetings with those members.

III. Met with Music

- A. Good description of program, mission, partnerships and outreach. The document was thorough, reflective, and there was great use of both qualitative and quantitative data.
- B. Discussed the results of data from online courses compared to those taught face to face. It is possible this unit has identified some ETC best practices. The professor believes music to be a unique area that is introspective and perhaps students are successful learning/listening to music alone at home rather than in a traditional lecture setting because since the development of walkman radios, this has become part of our culture.
- C. Discussed that qualitative data such as successful transfer of students who are music majors. This discipline is very collaborative with its students and that information will come with time beginning this year with several of the students obtaining bachelor & master degrees and holding jobs related to music.
- D. This unit would like to add a concert band- verbally described as a non marching-marching band. This would require at least the addition of an adjunct professor because of the time commitments.
- E. Goals to address weaknesses were not included in the document itself, however those related to facilities were discussed and unit was encouraged to discuss those with their Dean. Some of the issues could be resolved with scheduling for use of rooms in the PAC, the remodel of the PAC in the 5 year facilities master plan, and the opening of the LRC adding auditorium space, smaller concert halls, and a possible dance studio.
- F. There was discussion with the incorporation of business technology and music to develop a program from which students would gain technical skills such as amplification, studio based applications, recording studio equipment, sound reproduction, and business education such as contract and available resources. This could be a certificate program to develop workplace skills for career/technical music students.

IV. Met with Theater

- A. Great use of variety of qualitative and quantitative effectiveness measures. Excellent mission statement and description of unit.
- B. Discussion regarding the possibility of changes to curriculum which might better reflect the actual student contact hours for performance classes.
- C. Great comparison of courses offered at CHC and other local community colleges. Theater has a

very comprehensive program with opportunities for students.

D. The vision is not clear in the document- there were a lot of obstacles discussed. The ground work for realizing their vision is there and they are in the process of working toward achieving it. Discussion of quality & quantity are overlapping. If they expand with improved facilities and more staff they will be able to offer a dance program.

V. Committee discussed having units redo-resubmit updated goals and objectives. This is a learning process which is in place to help units improve. There is concern that allowing some units to have the opportunity to fix their documents and not allowing all others isn't fair practice. However, accreditation standards state that we must have a direct link from this planning process to resource allocation. The committee is concerned that in order to deal with emerging issues between the date these documents are submitted and the decisions for funding are made, the units need to have opportunity to have those needs identified in their prioritization. Our recommendations submitted to the President will be based on the goals originally provided to this committee. Since there are two paths in this process, the units will have the opportunity to use the other channel and have their requests channeled through their division prioritization to the President.

Next Meeting:

1/25/2009 3:00-5:00

- Meeting with History, Political Science, & Math
- Discuss feedback memos to A&R, Matriculation, P/E Health, Economics, ASL, PARS, F/L, and Art.

NEXT MEETING WILL IN LADM 217, 1/25/2009 FROM 3:00 – 5:00