

Instructional Program Review Committee

Joint Meeting with SLOAC

Minutes

Date: 3/8/13

Location: AC 5

Action Items

- Potential SLO and PR Center
 - Dr. O’Hearn, Peter Allan and Dr. Lori Kildal discussed the formation of a steering committee to organize and complete accreditation tasks. Members from the IPRC will be asked to join. An assessment/program review center will be created where both instructional and non-instructional employees can receive help in assessment and program review practices.
- Draft an Assessment Discussion Guidance template- this template will be discussed at the next scheduled meeting. Lisa Harvey (SLOAC) suggested the need for guiding faculty in making their assessments meaningful. The committees worked together to draft the “Making Your Data Meaningful” document. This document will be distributed to faculty during SLOAC training sessions.

Discussion Items

- Accreditation Report- the committee confirmed tasks that need to be completed for the follow-up report next October. The committee will conduct an assessment of program review (see below), and offer training sessions for the upcoming comprehensive PRAISE. Also, committee members will still encourage the three programs which have not yet submitted 2012 Annual Updates to do so.
- Program Review Assessment- report for Academic Senate
First drafts of an assessment rubric and an Annual Update survey were distributed to committee members by the committee chair. These documents will be reviewed and finalize in the 3/22/13 meeting.
- Definition of a program: The committee will review and make recommendations regarding the definition of a program at VVC in the 3/22/13 meeting.