

Instructional Program Review Committee

Minutes

Date: 03/13/15 10:00 -11:30 am

Location: AC 5

IPRC Member Name	Present/ Absent	IPRC Member Name	Present/ Absent
Jessica Gibbs (Chair, PR Coordinator)	P	David Gibbs	P
Deborah Chesser	A	Ed Heaberlin	A
Ed Burg	P	Chris Ohshita	A
Claude Oliver	P	Josh Briggs	A
Karen Tomlin	P	Jason Shibley	A
Theresa Shellcroft	A		
		Guest:	

Action Items

- Approve minutes 02/27/15 Y N
- Approve Parcel Reports
 - Curriculum Y N
 - SLOAC Y N
 - Office of Instruction/VPI Y N
 - Technology Committee Y N
 - Facilities Committee Y N
 - Foundation Y N
 - Academic Senate Executive Board Y N

Program Review Coordinator Report

- 2014 Instructional Program Review Inventory- JG has provided the VPI with regular inventory reports as to which instructional programs have uploaded their program review reports for the 2014 cycle and which have not. The VPI is working with academic deans to reach out to programs that are struggling to get their reports finished and posted. At this time there are only about four missing.
- Program Review workshop development for Spring 2015- JG met with the OIER to plan workshops for program review this spring. The workshops will focus on using data from the Chancellor's Office for program planning. Workshops will be offered in April/May. JG will also offer Comprehensive PRAISE report training for the HSPSIT division throughout May.
- Follow-Up Report #5 to ACCJC- The report is completed with the exception of the final edit. The report was approved at the BOT meeting on March 10. The visiting team is scheduled to be here on March 25.

- Other- JG reported that, due to workload for the Academic Senate VP position, she will not be reapplying for the Program Review Coordinator Position for the 2015-2016 year. JG encouraged committee members to consider the position, or to encourage their colleagues to apply that may have an interest in this position. The committee reviewed the job description.

Discussion Items

- Program List Update- VVCFA has ratified the department reorganization and was approved by the BOT on March 10. Once the reorganization is complete the Program List will need to be updated based on the new structure. IPRC will conduct an update at that time.
- 2014 Peer Technical Review and Report- set date to complete review of remaining STEM reports- IPRC will complete the Peer Technical Review during the April 10th committee meeting. Although this is after the final submission of the reports the data gathered will assist the committee in its effort to continuously improve the instructional program review process.
- Review revisions to Program Review Handbook- the committee agreed to do final review and approval electronically. The document will then be submitted to the Academic Senate Executive Board as an informational item on the April 2nd Senate Council meeting.

Definitions:

IPRC- Instructional Program Review Committee

NIPRC- Non-Instructional Program Review Committee

PRAISE- Program Review, Allocation and Institutional Strategies for Excellence

OIER- Office of Institutional Effectiveness and Research

EDIE- Executive Dean of Institutional Effectiveness

FBPC- Finance, Budget and Planning Committee

FC- Facilities Committee

TC- Technology Committee

ASET- Academic Senate Executive Team