

Instructional Program Review Committee

Meeting Minutes

Date: 10/12/12

Location: AC 5

IIRC Present: Jessica Gibbs, Debbie Chesser, Karen Tomlin, Claude Oliver, Ed Burg, Theresa Shellcroft

NIPRC Present: Rebecca Elmore

Action Items

- Finalize PRARs
 - Final changes to the assignments were made (attached). JG will send out the PRAR announcement to the faculty on 10/15/12 via e-mail and post to the Senate's Program Review webpage.
- Sustainable Practices- thinking ahead and moving forward!
 - The committee members discussed and drafted recommendations for the Accreditation committee for sustainable practices of accreditation at VVC. Recommendations include:
 - Increase data accessibility (example: number of students from a certain program applying for graduation; return link to Data Query Builder)
 - Campus Communication Day
 - Committee for assessment of campus processes (Institutional Processes Committee/Institutional Assessment Committee)
 - Direct link to the campus vision, values mission and goals on the VVC homepage. Update them.
- Review of the Technical Review Rubric (attached)- the committee considered some concerns from the Academic Senate Executive Officers. Changes to the rubric will be reviewed in the next meeting.

Discussion Items

- 2011 PRAISE revision 10 + 1 + 1 Checklist- progress report by Jessica Gibbs
 - Instructional programs have achieved 100% for this task! All revised 2011 (budget year 2012-2013) are housed on SharePoint. JG will request Justin Gatewood to place them on the Academic Senate Program Review webpage as well.

- Definitions of Programs at VVC- the committee will place this on the agenda for the next meeting.
- Annual Update folder on SharePoint- The drafts as well as final versions of the Annual Updates are being housed on SharePoint in the Program Review- Instructional folder.