Academic Program Review Committee
Meeting Notes
Tuesday September 24, 2013
1:00-2:00p.m. – Admin 127

<u>Committee Members Present</u>: Bob Klier, Carolyn Pineda, Judy Kasabian, Wanda Morris

<u>Faculty/Program Representatives Present</u>: Vincent Lloyd, Jean Shankweiler

Committee Recommendations – 2013 Astronomy Program Review

i. **General Comments**
   - Ensure final recommendations are supported with enough support in analysis sections of the document. For example, the Supplemental Instruction recommendation does not have enough support in Success and retention section as to the positive effects of SI.
   - Use more concrete words and numbers when making statements and recommendations. For example, when recommending adding a number of classes, provide an actual target number for desired added sections. This way, the program can assess whether or not the recommendation was met.

1. **Overview of the Program**
   - Provide additional information regarding outreach efforts. This will link to recommendation for Planetarium Manager.
   - Include additional information about STEM grant and emphasize end date for funding and effects of loss of funding.

2. **Analysis of Research Data**
   - Double-check grade distribution in relation to success rates (2.a.3,4).
   - Include SI information and analysis in this section, and show if success rates are higher for classes with SI.
   - Give approximate numbers when asking recommending to "add" or "minimize".

3. **Curriculum**
   - In relation to curricular recommendations for new courses, provide additional explanation as to why program expansion is needed. Explain how ECC does not currently offer major-preparation type courses, how there is significant student demand for advanced courses, how proposed sophomore-level course parallels UC major offerings, etc.

4. **Assessment and Student and Program Learning Outcomes (SLOs & PLOs)**
   - For a general audience, clarify what "Program Rating" means in relation to ILOs (4a).

- Add recommendation for program to develop a broader selection of SLOs to fully capture course material and goals.

5. **Facilities and Equipment**

6. **Technology and Software**

7. **Staffing**
   - Consider how to provide enough data and analysis for SI recommendation, here and in earlier sections. (Reference Developmental Math Program Review for thorough justification of SI needs.)
   - Consider how program prioritized Planetarium Manager and full-time Faculty recommendations. Ensure case presented for prioritization is clear and justified. Make clearer what tasks, etc. will not occur without these positions along with what value the positions will bring to the program
   - More clearly connect Planetarium Manager position and recommendation to STEM grant which is supposed to transition over to school funding. Strengthen case that facilities and maintenance needs exceed the norm for most programs.

8. **Future Direction and Vision**

9. **Prioritized Recommendations**
   - See above comments regarding ranking of staffing recommendations.

10. **CTE Review (if applicable)**
    - N/A

Next Tuesday APRC meeting: Tuesday October 1, 2013, 1:00-2:00p.m. – Automotive Technology