

San Diego Miramar College
Instructional Program Review and SLOAC Subcommittee

Meeting Minutes

March 22, 2011, 4:00 – 5:30

President's Conference Room

Present: Lou Ascione; Randy Barnes; Lawrence Hahn; Buran Haidar; Mark Hertica; Paulette Hopkins; John Salinsky; Duane Short

1) Call to order

The meeting was called to order at 4:05pm by D. Short substituting as chair for R. Monroe.

2) Approval of agenda

The agenda was approved by unanimous vote with several changes.

3) Approval of minutes

Several committee members had recommended changes to the minutes from last meeting. The committee agreed that D. Short will revise the minutes and distribute via email for virtual approval.

4) Program Review Business

a. Review of 2011-12 Program Review Form and Instructions

The committee reviewed the draft 2011-12 Program Review Form and Instructions, including changes recommended by D. Short and B. Haidar. Several changes and additions that were approved in prior meetings were incorporated in the draft. Additional changes to sections 1 and 3 related to the SLOAC process and previous cycle objectives were discussed and added. D. Short agreed to make additional grammatical and formatting edits and to distribute the document via email for review and approval.

b. Universal Research Elements – deferred to a future meeting.

5) SLOAC Business

a. Model for Student Awareness Survey

B. Haidar reported that ACCJC requires students to be aware of the SLOs for a course and that this information needs to be in the syllabus and assessed in some way. Committee members discussed the topic of assessment of student awareness of SLOs. B. Haidar presented a

method of assessment involving “student exit surveys” that could be conducted via electronic survey at the end of a term.

6) Other Business

a. Campus-Based Researcher as Standing Committee Guest

R. Barnes suggested that Miramar’s Campus-Based Researcher (CBR) be present as a guest/staff support at Program Review/SLOAC committee meetings. He pointed out that much of the discussions at the meetings involves research and assessment, and the presence of the CBR would be helpful in this regard and in facilitating a “culture of evidence” on campus. The committee discussed this idea and the potential advantages to both the college and the district institutional research office. After discussion, the committee voted to invite the CBR to attend all committee meetings as a standing guest. R. Barnes agreed to take this issue forward for action.

7) Roundtable/Announcements – none.

8) Adjournment

The meeting was adjourned at 5:35pm.