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San Diego Miramar College
Instructional Program Review and SLOAC Subcommittee
Meeting Minutes
Tuesday, April 10, 2012, 4:00 – 5:30
M-202

Present: D. Short, J. Buckley, D. Miramontez, L. Ascione, L. Ornelas, R. Monroe, J. Salinsky, L. Hahn, M. Hertica

1) Call to order – 4:07pm

2) Approval of agenda – By consensus

3) Approval of minutes from last meeting – by consensus

4) Old Business

a) 2012-13 report form approval – Approved by unanimous vote

b) Program review for instructional support programs – D. Short reported that he had received the administrative services report form but the student services report form was still being finalized. The chairs from the other two committees are willing to meet and discuss how to share materials and coordinate the process campus wide. The committee agreed that the 2012-13 report form will be used for instructional support programs but that a report form that fits the needs of instructional support programs will be developed for 2013-14.

c) Program review data use/coaching – D. Miramontez continued the discussion on the use of data and data coaching. The committee discussed the use of qualitative and quantitative data and how both can help programs make well informed decisions. D. Short gave some examples of qualitative data, and how this information can be used for reflection and introspection. The committee agreed that it must continue to find ways to integrate both qualitative and quantitative data use and integrate the data into the next program review cycle.

5) New Business

a) 2013-14 program review guidelines – D. Short presented some guidelines for the 13-14 program review cycle created by opinions that were voice in earlier committee

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meetings. Also presented was a draft for the discussion of the future program review report organization. The committee discussed more options using qualitative and quantitative data and using guidelines instead of SWOT analysis to encourage dialog in the individual program reviews.

b) 2012-13 report form review and data mapping – deferred to a future meeting.

6) Information Items - None

7) Roundtable / Announcements - None

8) Adjournment – 5:33 pm

Next Meeting April 24th, 2012