

ACADEMIC COUNCIL

April 21, 2009

1:00 - 3:00 p.m.

V111

MINUTES

Members Present: Phyllis Arias, Eva Bagg, Donald Berz, Cathy Crane, Rose DelGaudio, John Downey, Ann-Marie Gabel, Shauna Hagemann, Peter Knapp, David Morse, Eloy Oakley, Kevin Ryan, Sigrid Sexton, Christopher Villa, Joan Zuckerman

Absent: Lou Anne Bynum; Natalia Schroeder

Note Taker: M'Shelle Reece

1. Call to Order:

The meeting was called to order at 1:00 p.m.

2. Approval of Minutes

The meeting minutes of March 17, 2009 were approved with notation of a grammatical correction.

3. Program Discontinuance – Machine Tool and Cabinet Making

In accordance with Administrative Regulation 4024, Executive Vice President Berz presented recommendations for discontinuance of LBCC's Machine Tool and Cabinet Making programs. He distributed a *Program Analysis for Program Discontinuance Report* for both Machine Tool and Cabinet Making. The program analysis report provides a comprehensive program review and conforms to the guidelines under Administrative Regulation 4024 for program establishment, modification, and discontinuance. The Council gave tentative approval, requesting additional time to review the report distributed, and agreeing that should anyone have any concerns after review to advise Academic Senate President Sexton before the next Senate Executive Committee meeting. Council members requested that in the future they be provided the Program Discontinuance Analysis Report prior to meeting for approval in order to allow adequate time for review. It was also requested that the report include a synopsis of meetings held related to the determination of program discontinuance.

4. Program Review Taskforce

Dr. Morse reported that the Program Review Taskforce is currently incorporating feedback received at recent campus community meetings/forums into their final recommendation, which is scheduled for presentation at the next CPC meeting. Dr. Morse conveyed there has been confusion regarding who and how we define what a program is and that this is delaying the development of SLOs at the program level. Council members discussed various options for a solution to this issue. Final decision was made that Curriculum Chair Cathy Crane will assist ASLO Coordinator Patricia Alexander with defining what a program is based upon models that are currently being used in other districts and will bring back recommendation to Academic Council. Members recognized there is a unique need for consultation on defining what a program is when related to non-academic areas of the college.

5. SLO Tribe Update

Dr. Bagg presented for review and approval the charge and membership for the Process Oversight Group. Council members agreed on endorsement of the charge/membership pending Academic Senate approval.

With a goal of updating all course outlines SLOs by June 1, Dr. Bagg reviewed the following upcoming trainings scheduled for department heads and faculty:

- March 25 - Flex Day March, Mira Costa presentations, departments work on course SLOs
- April 30 - SLO training replacing normal department head meeting
- May 8 - hands-on retreat in new library for SLOs
- Kim Anderson working directly w/ departments upon their request
- Time during finals to be scheduled to continue hands-on support training and introduce assessment training for course SLOs

Council members discussed using our commencement day (*as this is a contract day*) as an additional training day, and President Oakley asked that the Process Oversight Group be involved to help coordinate the best way to assure good participation.

Dr. Bagg reviewed memorandums and e-mails circulated by President Oakley and Cathy Crane to faculty and the campus at large in efforts to keep the campus community informed and up to date on the progress of our accreditation warning response.

6. Adjournment

Meeting adjourned at 2:45 p.m.