

Department Plan/Program Review

Minutes

5-5-2016

The meeting was called to order at 12:04 pm.

Present:

Mike Biggs, Nohel Corral, Lorraine Blouin, Joanne Blore, Baruch Elimelech, Carlos Ramos, Doug Raphael, Myke McMullen, Judy Wisenbaker, Ramchandran Sethuraman, Dan Nigro, Mollie Smith, Rodney Rodriguez, Cynthia Quintero, Anthony Carreiro, Kim Anderson, Casey Crook, Karen Rothstein, Lee Douglas, Suman Mudunuri, Mary Perrot, Sigrid Sexton, Lisa Orr, Analisa Ridenour, Eva Bagg, Jennifer Holmgren, Karen Kane

All members were reminded that the FINAL Program Review was due in TracDat by Friday, May 27th. Jennifer Holmgren will send a step-by-step reminder of how to load final Program Review documents into TracDat.

The group was asked to discuss the new peer program review evaluation process. All present felt it was positive and a more enlightening and powerful method of peer evaluation.

Comments ranged from “a more manageable use of time” to “a useful method to cross reference and communicate with other areas” to talk of “bridge building and inter-departmental and inter-disciplinary communication and awareness.” The group agreed to try this method of evaluation again in Spring 2017.

The committee also discussed Program SLOs and achievement data. There was talk that some departments were unclear as to where to find the data and that more data training was necessary. It was suggested that data training take place at the Department Head Academy and throughout the year. Department faculty wanted to not only know how to access data, but also what kinds of data they should be asking for. Once they had data, they wanted to know not only how to interpret it, but how to apply it to their department plans and to Program SLOs for stronger Program Reviews.

Now that the Program Review Process is nearing completion for this year, it is time to start thinking of the Department Planning Process! The Department Plans written in the fall, for fiscal year 2017-2018 will have the new Strategic Plan as the guide. Eva Bagg will discuss the Strategic Plan at the next meeting, and Jennifer will work to change the Department Plan

template to include drop down boxes with the new Strategic Plan goals and strategic intentions.

The Hiring Process, tied to the Department Plan deadlines was discussed. In an effort to streamline faculty hiring at LBCC, the HPC committee is requesting that HPC packets be turned in BEFORE the Department Plans. Faculty requests would still need to be written into the plan to be considered. Eva and Karen informed the group that there would be more information regarding new deadlines at the next DPPR meeting.

Karen reminded the group that this was the final year of her 3 year term as DPPR Subcommittee chair. She let people know that it was one of her favorite positions held at this college. She credited and thanked Eva Bagg and Maria Narvaez for teaching her the planning process and for being wonderful to work with, and also thanked Jennifer Holmgren for all of her work with DPPR since stepping in for Maria. She thanked everyone for their dedication to their areas and to the students of LBCC.

She reminded the group that an election for the new DPPR subcommittee chair would take place at the next meeting.

The meeting was adjourned at 12:50 pm.

NEXT MEETING: June 2, 2016