

MINUTES
APROC Monthly Meeting
11.3.2020
Minutes in Blue

1. Approve Minutes from 10/9 Meeting. Minutes are integrated into the agenda, located [here](#). **Approved. To move to archive folder.**
2. Welcome: Patrick Blaine, Dean of Curriculum, Assessment, Grants Development-- Patrick will share information about college-wide assessment plans
3. Update from Kate: 2020-21 Cohort Changes
 - 2020-21 Cohort:**
 - Auto Tech/Egan Riordan
 - Diesel Tech/Steve Webb (Kate)
 - Construction Technology/Paul Rea
 - ESL CEP/Colleen Shields
 - EMT/Paramedicine/ Jeni Miner
 - Fabrication & Welding/Doug Ford
 - Fitness & Lifestyle Specialist/Wendy Simmons (Kate)
 - Health Information Systems/Shelley Williams (Kate)
 - Manufacturing/Steve Caffey
 - **two transfer programs--History & Anthropology--postponed per admin request**
4. Update from the Integration Team: See [Minutes from the 10/30 Meeting](#)
5. Paul Jarrell will forward MFI Indicators
6. Upcoming Changes to APR
 - a. College's vision = shifting the cycle to 4 years, to potentially align with the biennial budgeting schedule--APR as part of large program review (finance, student services)
 - b. Increased emphasis on SLO Assessment
 - c. Richard Plott will share information about compliance issues related to reporting
7. Kate Sullivan shared draft of [Report out to the Board](#) (11.4.20, 6-7 PM); two programs spotlighted: Education (Kanoë Bunney) & Music (Matt Svoboda)
8. Work Plan Adopted
 - [Charter & Roles & Responsibilities](#) (Paul, Dennis, Christina, Kate)--**TOP Priority**

- Integration of APR into college-wide planning/resource allocation; APROC's representation on committees (Christina, Dennis, Rachel, Paul)
- Integrating Assessment into the APR process (Kate, Shannon, Patrick, Rachel)
- Development of year five report parameters/refinement of year three report (Kate, Shannon, Patrick, Svoboda) (update 2/2/21--will shift to a SmartSheets reporting system)
- [Data Survey](#) (Kate, Anne, Cathy)
- SmartSheet Tool Development and Deployment (Kate, Mai)
- Develop process for on-boarding new APROC members/succession of chairs/leadership team, etc
- List operational tasks for APR work--[Anne & Kate](#)

Participants: Anne McGrail, Rachel Knighten, Tammy Salman, Paul Jarrell, Kate Sullivan, Mai Mathers, Patrick Blaine, Cathy Thomas, Caoimhin O'Fearghail, Shannon Ball, Christina Howard, Matt Svoboda