

## APROC Meeting Notes<sup>1</sup>

January 18, 2018 1:00-2:20 CEN 447

In attendance: Anne McGrail, Christina Howard, JS Bird, Dennis Gilbert, Kate Sullivan.

### 1. Announcements: (1:00-1:05)

- **Events:**

- **Prepare for Process Eval** Tues Jan 30 10-11:30 CEN 447
- **Process Eval Friday** Feb 2 1:00-2:00 16/211
- **Winter Check-in:** Feb 22 11:00-1:00; Feb 23 10:30-12:45
- **April Roundup with deans, IRAP, APROC**
- **APR “Program Showcase”:** Expanding the profile of programs through APR while also recruiting for 2018-19. Lightning Round Sessions? Spring Conference?
- **Need to planning poster sessions for Fall 2018.**

- **Campus Master Plan and APR**

Need to inform PRCs for this year that this is happening. Large-scale facilities projects need to be part of the plan. It will be iterative but conversations happening now will start to shape the campus for 10-15 years so relevant for APR. Forums are February 8, noon-1:30 pm, CEN 202; February 21, 2:30-4:00 pm, Building 4, Room 253. See [conversation kit](#) and [website](#).

Also: space Needs for APR? Campus Master Plan perhaps should include a space for APROC?

**More optys to engage are offered through Learning Council and the Learning Plan**—Christina and LC will also be working with Lee Weidman from Facilities Council.

### 2. Decision: APROC Question (see drafts) (1:05 -1:10)

**Discussion and wordsmithing of options for the APROC question (see document of collected options for APROC question sent by committee members.** Core Themes and its role in demonstrating mission fulfillment is used as data for our question—to foster PRC engagement with Core Themes.

“This question asks you to think of your program’s mission fulfillment in the context of [Lane’s Core Themes](#). Core Themes provide evidence of mission fulfillment for the college. ***How has the Academic Program Review process facilitated understanding Core Themes and your program's role in Lane's mission fulfillment?***”

### 3. Accreditation and APR: Two issues: (1:10-1:20) Discussion

Anne will send the Mid-Cycle report from NWCCU to APROC members.

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<sup>1</sup> Notes prepared by Anne McGrail

1. **First issue: Assessment:** Discussion of how better to integrate Assessment work with APR work. Anne suggested a summit meeting with ATeam and APROC. It was suggested that we first look at the ATeam's Work Plan for 2017-18 and see how they plan to move work forward. Then schedule a meeting and talk about shared institutional barriers that ATeam and APROC could approach together for 2018-19.  
Dennis discussed a grant that has been extended for another year—CCWD COCC/LCC Science/Math project. Scholarship of Teaching and Learning an important framework for Assessment/APR discussions.
2. **Second issue:** Stronger collaboration between deans, executive deans and PRCs. Earlier conversations between PRCs and managers/administration will help avoid some of the miscommunication and cross-purposes in Implementation Planning.  
Guided Pathways came up in this context. Rob Johnston Feb 5<sup>th</sup> visit. College is preparing a 1 year grant to study Guided Pathways.

#### **4. Discussion: Improving Implementation Phase of APR: responses from ISTs 2017 (1:20-1:35)**

**Anne:** We need to encourage PRCs 2017-18 to meet with deans regularly this year and to plan initial IST meetings as soon as the report is sent to Peer Reviewer. (Guiding Principles suggest IST follows CPR but it's necessary for communication to begin earlier)

**Dennis** brought a document he developed to track Implementation. Will share it electronically with APROC.

Accountability mechanism for tracking resource decisions: We need a form for AMT to respond with rationale for decisions made.

Tammie's DAPR tool can be a useful mechanism to track decisions about resource allocation (non-resource issues are assumed to move forward and recorded annually through Department Planning).

Need to develop a system (template) for recording in writing decisions about IPs. Tammie would enter these forms so there's a record over time. Tammie will query AMT, responses to priorities, those that are tabled need a rationale.

#### **5. Communicating Budget Timelines, Resource Allocation and APR (1:35-1:45)**

Table until Tammie and Jen are here.

#### **6. APROC Recruiting and Succession planning for APROC 2018-19 (1:45-1:50)**

Anne is recruiting for a APROC chair replacement for 2018-19. Some APROC members are overscheduled and will consider how/whether to recruit. The work involved in coaching etc. led to discussions of an APROC fellowship or some support for active APROC participation.

**7. Barrier reported to APR participation: programs with part-time faculty (1:50-2:00)**

We need to bring this up again: Philosophy/Religion and Political Science are only staffed by part-time faculty unwilling to take up APR currently. What's our plan. Need to take up in future discussions including process evaluation.

**8. Process Evaluation Prep: Jan 30 10-11:30 am CEN 447 (2:00-2:05)**

We'll meet to prepare for our process eval. Please forward discussion items to Anne.

**Discussion items offered:** Improving standard data package with respect to access and equity. Also need to see how Guided Pathways is being green-lighted and the siloed lines of communication for programs. Academic curricular structure is being studied in a grant that could have fundamental effects on the college. [Faculty Council and Learning Council are hosting a GP discussion 1/26/18)

**9. Long-range planning: (2:05-2:10)**

- What is the mechanism for APROC to track systemic barriers and recommendations and report on progress over time. We need to develop this and bring it up at the Process Eval and in future with permanent VP.

**10. Winter Spring APR events: (2:10-2:15) see announcements**