

APROC Meeting  
October 9, 2015  
16/211 10:00 a.m. to noon

Present: Anne McGrail, JS Bird, Kate Sullivan, Kevin Steeves, Christina Howard, Jennifer Steele, Sharon Hagan, Dennis Gilbert

1. Committee Membership

Two APROC members have resigned: Paul Rauscher, as he has taken on interim dean responsibilities for science, and Kevin Lewis, classified member who does not have time due to a new assignment.

2. How many programs are in existence at the college?

Based upon the initial survey done by the Department Planning Workgroup, there are approximately 110 "programs" at the college, to include academic, student affairs and college services.

3. Role of APROC

Helping programs get started, stay on track, and provide support/resources as needed throughout the process. Assisting program review teams understand and make meaning of the data. Ensure the academic program review process results in meaningful outcomes.

Suggest having one or two point people from APROC assigned to work with each program going through review. This provides continuity and high touch coaching and support.

Electronics – Dennis\*, JS. Faculty lead: Terry Dale

Autobody – Sharon, Deb\* Faculty lead: Dean Bergen

Medical Office Assisting – Christina\*, Sharon. Faculty lead: Kelly Collins

Drafting – Kate, JS\*. Faculty lead: Margaret Robertson

Child and Family Education – Christina, Rosa\*. Faculty lead: Kathleen Lloyd

Academic Learning Skills – Anne, Kate\*. Faculty lead: Susan Reddor

Computer Information Technology

Networking – Kevin, Rosa\*. Faculty lead: Joseph Colton

Programming – Anne\*, Deb. Faculty lead: Mari Good

Physics – Dennis, Kevin\*. Faculty lead: Dennis Gilbert

Physical Therapist Assistant – Anne, Sharon\*. Faculty lead: Christina Howard

\*indicates primary coach/contact

We may shift assignments around after review teams get under way and we better understand the type of resources/expertise they need

Floating resources: Jen, Kevin

- Provide resources and support for research projects, and project teams

4. Data Packages

This is our first pass on Program Review Data Packages and we expect to receive significant feedback to the institution on data sources, elements and presentation.

APROC coaches should encourage review teams to deeply engage with the data and provide feedback, questions and suggestions to Jen and Craig.

Jen can attend each of the kickoff sessions to provide a primer on the data elements

How to distribute data packages?

Send them to the lead faculty, dean, APROC chair and lead

Initial packages will be distributed at the time of the kickoff

#### 5. Scheduling Kick-Offs

Bring all groups together for the kickoff.

Kickoff for first cohort of academic program review. Will be followed up with individual meetings with APROC coaches.

Jen will send a doodle poll out to the faculty leads for a kickoff meeting times: Tuesday, October 20 @ 4 and Friday, October 23 @ noon

#### 6. Next APROC Meeting

November 20 @ noon