

# SAN DIEGO MESA COLLEGE

## Academic Program Review Committee

Meeting – Friday, May 4, 2007, 2:00-3:00 pm  
LRC, Room 208

PRESENT: Yvonne Bergland (co-chair), Jill Baker, Henry Browne, Kristan Clark, Ian Kay, Susan Mun, Caterina Palestini, Leslie Sieger, Yohannes Truneh.

ABSENT: Randy Barnes (excused), Joi Blake, Gail Conrad, Rob Fremland (co-chair) (excused), Anne Geller (excused); Bill Grimes, Penny Hedgecoth, Otto Lee, Guillermo Marrujo, Bruce Naschak (excused), Juliette Parker (excused), Teddy Scribner, Chris Sullivan (excused), Cindy Wijma (excused).

GUEST: None.

The meeting was called to order at 2:09 pm by Dr. Yvonne Bergland, Dean, Instructional Services, Resource Development and Research, Co-chair, in LRC 208. An agenda and handouts were distributed with the circulation of a sign-in sheet.

**1. Review and Approval of Agenda.** No items were added.

**2. Years 2, 3, and 5 (2006-2007) (\*\*).**

**a. April 30 Academic Affairs Feedback.** Bergland reported that the report was reviewed and approved by the Academic Affairs Committee with the following recommended changes: Page 5, under the “Recommendations”, second paragraph “priority” was changed to “consideration”. Page 7, under “Year Two programs”, the lead writers for GIS provided feedback and the report was revised and completed. Also, for Political Science, the report was submitted on April 30 and it was found to be complete. Bergland indicated she provided a verbal report on Political Science during the Academic Affairs Committee meeting. Her office revised the document prior to making copies for President’s Cabinet. Bergland shared an email from Ailene Crakes, Co-chair of the Academic Affairs Committee, who provided positive feedback.

**b. May 15, 2007 – To President’s Cabinet.** The revised report will be sent to the members of President’s Cabinet for review prior to the meeting. After discussion, it was noted that any Committee member who would like to attend this meeting will inform Bergland via email.

**c. Other.** No items were added.

**3. Year One, 2006-2007 Update.**

**a. Liaisons’ Reports.** Bergland asked the liaisons for feedback concerning the programs assigned to them.

**Year One:** The following Year One reviews were discussed by the assigned liaisons with input from the committee:

- Business Administration/Management: This program review is on hiatus and will be reviewed in 2007-2008.
- Chemistry (Juliette Parker/Jill Baker)
- Computer Business Technology (Yvonne Bergland/Penny Hedgecoth/Susan Mun)
- Culinary Arts/Culinary Management: This program review is on hiatus and will be reviewed as part of the Hospitality Cluster in 2007-2008.
- Economics (Ian Kay/Bruce Naschak)
- Engineering (Chris Sullivan/Jill Baker)

- Fashion – Consulting, Design, Merchandising (Guillermo Marrujo/Joi Lin Blake)
- Interior Design (Kristan Clark/Yohannes Truneh)
- Learning Resources/ Instructional Support (Otto Lee/Rob Fremland)
- Nutrition (Leslie Seiger/Yohannes Truneh)

**b. Timeline.** Bergland will send another email reminder to the lead writers. She reminded the Committee that the reports will be submitted during the summer and her office will prepare them for distribution to the liaisons at the first meeting in the fall semester. Seiger indicated that although she is resigning from this Committee, she will be available to complete her role as liaison for this cycle, until her replacement is appointed.

**c. Next Steps.** This item was discussed under 3b.

#### **4. Integration of Program Review Process Update.**

**a. Subcommittee Formed (\*).** Bergland reported that a subcommittee has been formed with representatives from Student Services and the Academic Program Review Committee.

**b. Meetings Scheduled for Spring 2007.** During these meetings, the programs will be placed in each year of the cycle, and the program review instrument will be reviewed for possible revision. Bergland shared information from the Western Association of Schools and Colleges (WASC) regarding SLOs and where Mesa should be in the cycle. She noted that the Research Committee will be revisiting the SLOAC document. Once that document has been finalized, it will be reviewed by this Committee in terms of its effect on the program review process. Another area to be considered during the integration committee meetings is to consider student services research needs. The main participants in the research discussion will be Bergland, Mun, and the District level research analysts. A determination will be made as to the availability of data and methods of collecting data to be written into the goals. The focus will first be on Year One programs, followed by Years Two – Five. Members of the Academic Program Review Committee will also be participating to determine adding research to Years Two – Five.

**c. Other.** No items were added.

**5. Final Revision to Year One – Program Report (\*) (Fremland).** Bergland indicated that this is the final wording to be used in the Year One report for faculty to provide this information. After discussion, it was approved by consensus.

**6. Revised Schedule of Meetings for 2007-2008 (\*).** Bergland provided a revised schedule of meetings noting the change of the Academic Affairs Committee presentation and the March meeting. LRC 435 has been reserved for the 2007-2008 Committee meetings. LRC 229 has also been reserved for the Lead Writer Training.

**7. Other Business.** Bergland noted that Cindy Wijma has resigned from the District and will be working for private industry. Also, she received a letter from Leslie Seiger that she is also resigning from the Committee due to other responsibilities. Bergland thanked her for her service on this Committee.

#### **8. Roundtable.**

- Bergland thanked the Committee for their work during this past year.

**9 Adjournment.** There being no further business, the meeting was adjourned at 2:39 pm.

Submitted by Caterina Palestini, Senior Secretary, Classified Senate Representative  
Reviewed and approved by Yvonne Bergland, Co-Chair