

SBVC
Program Review

September 20, 2024
9:15-10:45 a.m.

MINUTES

San Bernardino Valley College maintains a culture of continuous improvement and a commitment to provide high-quality education, innovative instruction, and services to a diverse community of learners. Its mission is to prepare students for transfer to four-year universities, to enter the workforce by earning applied degrees and certificates, to foster economic growth and global competitiveness through workforce development, and to improve the quality of life in the Inland Empire and beyond.

Members:

	A	P		A	P
Davena Burns-Peters Co-Chair		X	Jaime Garcia		X
Joanna Oxendine- Co-Chair		X	Jeremiah Gilbert		X
Ana Mayo		X	Kay Dee Yarbrough	X	
Anthony Blacksher		X	Maria Valdez		X
Anthony Castro	X		Monique Aycock		X
Daihim Fozouni		X	Nathan Yearyearn		X
Danielle Graham		X	Stacy Meyer		X
Dina Humble	X		Timothy Colbert		X
Dominique Johnson		X	Timothy Hosford		X
Doris Ontiveros	X		Vanessa Thomas		X
Erik Morden		X	Victoria Anemelu		X
Francisco Gonzalez		X	Yvette Lee		X
Shyla Cobbett Admin.		X			
Guests					
Dan Mayo			Fernando Gomez		X
Thomas Berry		X			

TOPIC	DISCUSSION	FURTHER ACTION
1) Call to Order and Roll Call	9:15 a.m. Introductions from all in attendance	
2) Vision for Program Review	Make Program Review less about money and more about reviewing the programs, intentional connections, and providing support. Focus on continual improvement. Spend more time supporting colleagues and reading documents. Help the process align with where we want to be and where we are. Look at the data to see how we can better support the students. Continue to support one another: continuous improvement and reduced redundancy.	
3) Establishment of Quorum	Brown Act Committee because PR is a committee of the Academic Senate. Based on the filled membership, the simple majority is 50% + 1. According to Robert's Rules. Current membership 24 Motion - J. Gilbert to vote on quorum 2nd- S. Meyer Discussion possible to reduce quorum Unanimous No opposition No Abstention	

<p>4) Added Agenda Item Proxy</p>	<p>Motion – J. Garcia motion to amend the agenda 2nd – J. Oxendine Unanimous – by consensus, added a proxy discussion to the agenda Proxy discussion Proxy motion Jaimie - that a proxy is allowed to be in place of someone who is absent. Joanna amends that PR adopts proxy, a voting member appoints a proxy and votes as the member directs. "Program Review will adopt proxy voting, allowing a voting member to appoint a proxy to vote as the member directs, with notification to committee co-chairs by email." Jaimie agrees to the amended motion. Daihim 2nd Unanimous no opposition T. Hosford and A. Blacksher abstain</p>	<p>Add to the next meeting agenda to discuss the process and procedure of the proxy. Membership removal and replacements.</p>
<p>5) Aspire Process 2024-25 a) ASPIRE Year Two b) ASPIRE Year One – “catch up” c) Needs Request 2024-25</p>	<p>The committee discussed how to handle programs that missed the previous year's review: - Debate on whether to require catch-up or allow programs to start with the current year - Concerns about maintaining institutional knowledge and fairness - Discussion on the purpose of Program Review: continuous improvement vs. budget requests ASPIRE Year One "Catch-up"*** After extensive discussion, "To allow those who did not participate this year to jump into year two and track who did not participate in year one for accreditation purposes." Motion – J. Garcia 2nd-S. Meyer Unanimous No opposition No Abstention</p>	<p>Track programs that did not participate in ASPIRE Year One for accreditation purposes</p>
<p>6) Adoption of Program Review 2024-2025 Timeline</p>	<p>This was not discussed due to time limits, so it will be moved to the next meeting.</p>	
<p>7) Programs Required to Complete ASPIRE d) Identify and adopt categories e) Identify and adopt programs under each category</p>	<p>This was not discussed due to time limits, so it will be moved to the next meeting.</p>	
<p>8) Resource Requests 2023-24 f) Updates on prioritized lists and sharing out</p>	<p>This was not discussed due to time limits, so it will be moved to the next meeting.</p>	

<p>9) Past Business</p> <p>g) Annual ASPIRE 2023-24 Report</p> <p>h) Resource Request 2023-24 Allocation results, faculty positions</p>	<p>This was not discussed due to time limits, so it will be moved to the next meeting.</p>	
<p>10) Announcements and Meeting Closure</p>	<p>The meeting was adjourned at 10:48 am.</p> <p>The next meeting is scheduled for October 4, 2024</p>	

Additional Information: