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|  | SAC Program Review Committee  March 8th, 2021  1:00p.m. – 2:30 p.m.  Zoom (link in meeting invite) |

Members: Jaki King, Kim smith, Stacy Bass, Kathy Walczak, Janet Lechuga, Saeid Eidgahy, Catherine Emley, Mark Liang, Becky Ettinger, Maribel Pineda, Matthew Beyersdorf, Becky Ettinger

Guests: Janice Love, Heather Arazi, Monica Collins, Elizabeth Smith, John Marr, Arthur Cosentino (ASL Interpreter)

Minutes of 02/22/2021 were approved unanimously. Motion by Catherine Emley and seconded by Kathy Walczak. Abstention by Saeid Eidgahy.

**PR Rubric Resources/Recommendations** - Kim Smith presented to her department on the program review process and provided the following [slide show](https://docs.google.com/presentation/d/10xnm7vcnCtoSyQzj0pukfCBk_d_o48DkJ75H0J3EM88/edit?usp=sharing) for anyone’s use. Feel free to copy and modify as well.

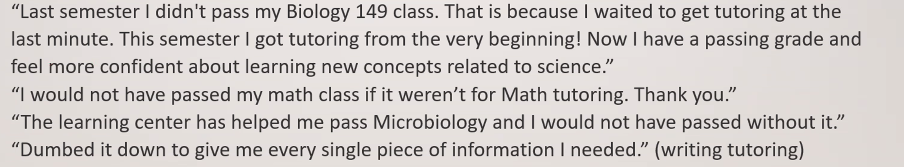
**Approval of PR Rubric:** Put off for a bit while the committee reformats the Rubric to a single page.

**4 Year Program Review Presentations**

**1:15pm-1:35pm – Learning Center, Kathy Walczak presenting**

Commendations:

* Great leadership.
* Equity goal to bridge gaps.
* Strong collaboration with campus partners.
  + With other centers -math center, ACC
  + With departments, - nursing department/TEAS, OTA, TRIO
  + With individual instructors: Andy Gonis
  + In conjunction with Early Alert
* Good data on students served. Good mirroring of campus demographics and Learning Center use, with exception of white/Caucasian. Including qualitative:



* Ongoing assessment and collaboration is important to the LC. Data can be read broadly/by class.
* Challenges: Funding/staffing, Outreach to students, Outreach to faculty (benefits of tutoring); refer potential peer tutors, encourage students to utilize LC; Online tutoring: delivery and administration.
* Center has expanded to serve all students, and Kathy provides supervision to many tutors, staff, etc. Admin work is also significant.
* LC looking to retain some of the online resources developed during Covid.

Recommendations/Resources:

* Using data on the division/department level to promote LC. Javier Galvan provided that after 10 hours of LC use, math/English grades go up significantly. More marketing? Flyers for chairs… other ideas?

**1:40pm-2pm – ASL**

Commendations

* Program growth, from 730 to 969, or 33% growth over past 4 years.
* New AA degree is underway, currently cert. program.
* Offer a fully online cert. program that can be completed in a year.
* Grant Funding: GoReact license; Creation of AA degree, Workshops/presenters
* More student access to ACC, Counseling Department, Wellness and Learning Centers.
* Room access is important to the program so that students can see to learn.
* Five new part time instructors were hired last fall, it is not a future endeavor. During the interview process we paid close attention to hiring those who showed excellence in addressing diversity and equity. And the new adjunct hired reflect the overall student population at SAC.

Recommendations/Resources

* Internet speed impacts interpreter use
* Discussion about translation courses in partnership with other groups, such as Business Division’s translation courses.
* Program continues to expand, and next steps include the AA degree. Additional electives are another option.
* Partnership (sciences) ideas were discussed.
* Always good to recommend researching/seeking out Grant opportunities for additional funding to support hiring, resources, etc.

**2pm-2:20pm – Music**

Commendations

* Chair has theme music: Long Good Friday
* Joint concerts with SAUSD are building ties.
* Staff members are remarkably engaged in their art, composing, field., etc.
* Goal: Improve, enhance and eventually replace music facilities. Plan for a new fine and performing arts center to replace our current aging and inadequate facility.
* Replace small, leaky and not-soundproof, Music Building. Piano room leaks like a sieve and is the happy recipient of at least two acoustic tiles hitting the floor every time it rains.
* Refurbish rooms that are currently used to meet basic needs of the department.
* A dedicated hall for musical performances. Building with a “black box” size performance space for smaller scale recitals, and concerts.
* Create a recording space in C-104.
* Replace computers in N-119 and N-105, on a regular basis, and upgrade the software on a predictable schedule.
* Concerns: drop off students between the fall and spring semesters. Two months between fall and spring is too long. Intersession does not appear to be a good option.

Recommendations/Resources

* EMSI Database. Check with Research Dept. for other databases to track students when they graduate.
* Keep equipment/software continually updated. Logic Pro X, ProTools, Vocaloid Software. In N-105 and DMC-204. Recco: Full time IT position at the DMC.
* Full time marketing/box office manager/social media czar for a continued relevant social online/social media presence.
* Continue to strengthen ties with the SAUSD.
* Continue to engage with the greater SA/GG communities at large. (Dept. didn’t realize GG was feeder to SAC.)

**Group Discussion with Rubric –** Group reviewed Jaki Kings notes into the rubric. Catherine provided a one-page document to Jaki.

**Meeting ended** at 2:30pm. Next Program Review meeting March 22nd, 2021 at 1:00pm virtually through Zoom. Counseling, Anthropology/Sociology/Women’s Studies, and Computer Science are up next.