

## Redwoods Community College District

Program Review Committee

Friday, April 24<sup>th</sup>, 2009

Eureka Downtown Center

**Present:** Marjorie Carson (V.P. of Instruction, ext. 4108 ), Fred Trapp (Consultant), Cindy Hooper (Arts, ext. 4320), Susan Nordlof (English, ext. 4336), Zach DeLoach (IR, ext. 4268), Martha Davis (IR, ext. 4364), Bill Honsal (LET, ext. 4334), Danny Walker (BT, ext. 4622), Dave Bazard (MSE, ext. 4224), Bruce Wagner (Math, ext. 4207), Judie Hinman (English, ext. 4299), Lorraine Pedrotti (Humanities and Communications Support Staff, ext. 4559)

### 1. Comprehensive Program Review Plan Finalization

#### Section 1

- a. Table 1.01 Enrollment: change wording.
- b. 1.01F Course Success Rates: remove the words department success and add the word program, delete #3.
- c. 1.01I Course Retention Rate: delete #3 and #4, #6 becomes #4 and add within section 5.01, after the word necessary.
- d. Table 1.01J: add, "Describe how the annual analysis of student success related to Basic Skills improved student success within this program;" delete Table 1.01J b and c.
- f. 1.02: delete #2.
- g. 1.03: add, "Describe any information you may have on employment of program graduates within this field. Describe transfer information of students enrolled in this program;" insert table, under the table put, "Comment on differences between C/R completion rates and those expected by the state."

#### Section 3

- a. 3.01A: add, "Include definitions of FTES, WSCH, and FTEF;" on line # 1: add, "Describe dynamics and development related to the trends listed in Table 3.01A (above);" delete #2.

#### Section 4

- a. 4.01A: delete #3.
- b. 4.02A: remove the word, "retirement."
- c. 4.03: change title to, "Personal Needs."
- d. Delete 4.04: add new 4.04 "How have Faculty Development Activities Affected the Program?"

#### Section 5

- a. Section 5 change title to, "Summery Goals and Recommendations, Quality Improvement Plan."
- b. 5.03: make title, "Resources;" add, "Describe how resource availability impacts this program."
- c. 5.04: delete all.
- d. 5.05: remove the table, add, "Student Services Resources." 5.05 becomes 5.04.
- e. 5.06: change Budget Resource line, take it from #4; remove budget and budget consideration tables.

### 2. Annual Program Review Plan finalization

#### Section 1

- a. Delete the first page.
- b. Move Dean and V.P. validation date, put it under Program/Discipline.
- c. Add table to #2.