

# Minutes

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## *PROAC*

2:00 p.m.

Friday, May 17, 2019

SU-137

Edward called the meeting to order 2:09 p.m.

**PRESENT:** Baba Adam, Edward Modafferi, Valerie Albano, Kelly Fowler, Regina Coletto, Doug Kain, Brandon Tenn, William Baker, Susie Williamson, Jennifer Gardner (Zoom), Joey Merrit, and Denise Runner.

**Guests:** Kristi Wolf (Recorder), Gabriela Garcia.

## **Review and Approval of Minutes**

Minutes reviewed and approved by consensus.

## **OLD BUSINESS**

### Updates on Program Reviews for 2018-2019

- **Administrative Services** - No update.
- **Instruction** – Edward reported that there are more new training videos on the website. Access videos: Home page, Faculty and Staff, Related Links, Assessment Overview.
- **Student Services** – No update.

### eLumen Survey

Baba provided handouts of the prospective survey and provided a demo. Initial target is full-time faculty. One more question was added with a Likert scale. The survey will go out following this meeting.

## **New Business**

### Instructional Program Review in eLumen

Edward showed CATS how to get to the Program Reviews (under Strategic Planning) and gave a mini demonstration. eLumen does have the ability to cut and paste.

### Course SLOs Reporting

Several people did not get an email to assess. Please log into eLumen and check to see if you have one due for Spring 2019. Edward provided two handouts; Guide for Curriculum Mapping in eLumen and Guide for the 2018-2019 Program Reviews in eLumen.

### CATs SLO Assessment Cycles

Valerie provided the handout How to Write Effective Course SLOs.

## Summer Workshop – Revamping the Program Review Process within eLumen

July 8 from 9 a.m. – 3 p.m. Discussion on the current process and possibility of separating program review from resource allocation, providing more dialogue in each process.

### Other

Valerie provided the handout How to Write Effective Course SLOs.

## Next Meeting Date

August 16, 2019 from 2-3 p.m. in SU-137.

## 2019-2020 Meeting Dates and Time Change

Meetings will be held from 2-3 p.m. in SU-137

August 16

September 20

October 18

November 15

December 20

January 17

February 21

March 20

April 17

May 15

## Adjournment

The meeting adjourned at 3:02 p.m.