MINUTES

Program Review Subcommittee

Date: March 23, 2017 | ***Time*** 12:15 pm – 1:30 pm

In Attendance

Karin E. Brown, Mandy Hillstrom, Michael Willard, Mario Castaneda, Ken Ryan, Michael Germano, Charles Liu

Excused Absences: Raquel Ackerman

Call to Order

M. Willard called the meeting to order at 12:18pm.

Approval of Agenda

- M/S/P

Approval of Minutes for 3/16/17

- M/S/P
- TVFM needs to develop a well articulated transition for transfer students to complete their degree in a timely manner

Announcements

- K. Brown: April 12th is the Assessment Fair.
- K. Brown: April 18th is the Recognition Reception for graduate students and faculty mentors.
- M. Willard: reminder, no meeting next week.

Discussion of Questions for Urban Learning (Lead: Raquel Ackerman)

- How much is provided in administrative support to execute the program?
- Is the program adequately resourced
- There was concern about your advisement structure, in your view how is the advising structure meeting the needs of students? Can you demonstrate that your advising model is serving your students' needs?
- How is the administrative structure meeting the needs of students?
- This is a unique program where a student can earn a BA and credential within the same program. M. Is there an interest in expanding student recruitment as part of program growth?

- What is the program doing to support student success related to pass rate for CBEST? Other required exams to earn the teaching credential?
- The student learning outcomes are so general they cannot be measured. The curriculum should identify and provide skills to students that are visible in the learning outcomes.
- The majority of the instructors are part-time, how is the program preparing and monitoring part-time lecturers to make sure they understand PLOs and are aligning their course curriculum to achieve student learning outcomes?
- The report indicates that there is not enough clinical partnerships and internships, how is this problem being addressed?
- Students didn't know basic information of their department, such as requirements to graduate and requirements to earn a credential. It is recommended that the advising faculty/staff be trained in EAB. What resources do you need to implement the recommendations?
- The program needs procedural help. Faculty are pulled into different areas of teaching, they need to be more clear about faculty assignments.

Discussion of Questions for Ed.D. (Lead: Mandy Hillstrom)

- Faculty members who supervise doctoral students receive one course release per student. Who funds the course release, state money or Ed.D. tuition?
- How does the tuition fee waiver affect the Ed.D. program?
- If this expansion is pursued, how will administrative support be given to the off campus district based cohorts? Concerns noted: T(1) he culture of the district (goals, missions) will seep into the program making it more limited in scope; (2) there may not be enough work-based diversity in the student body if all students are from the same district. M. Hillstrom: their ideas are similar to other schools who are doing this.
- The recommendation is to hire someone that has background in education administration. How would these adjuncts address educational leadership?
- As you envision your program growing, do you see the program serving the surrounding area, the locale, and how will you evidence that?

Adjournment

The meeting was adjourned at 1:30pm