

Summary PV Committee, December 1, 2016

Members Present: Rebecca Eikey, David Andrus, Ann Lowe, Albert Loaiza, Jerry Buckley, Kimberly Bonfiglio, Audrey Green

Members Absent: Wendy Brill, Lisa Hooper, ASG Student rep

Guests: Cindy Schwanke, Russell Waldon

The following Program Proposal was evaluated/reviewed.

- 1. The Program Viability Evaluation Rubric was reviewed for the Culinary Arts AS Degree Proposal.** The Culinary Arts program would like to create an AS-T degree per direction from their Advisory Board and local employers. This would include adding GE courses to an existing certificate

The committee recommendation:

Approval of the proposal as Modification, not Initiation. Furthermore, the committee recommends that Pilot Status is not warranted in this case. Details are provided in the Evaluation Rubric.

Committee Business.

An update of the Committee Procedures/Charter based on the revised AP 4021 was reviewed. It was decided by the committee that all proposals will first undergo a Technical Review using a Program Proposal Checklist and the proposal should be sent at least one week in advance of the Technical Review meeting to the Academic Senate President.

There was discussion related to the need for a system to be in place, similar to curriculum, where the committee will know in advance when proposals are initiated. Rebecca expressed concern that emailing the Academic Senate president the proposal has the potential to be a single point of failure for communication. Dr. Buckley indicated that he is working with the Instructional Deans to generate such a list of potential proposals and will regularly updated the committee on this information.

There was further discussion regarding the proposal categories and distinction between work of the curriculum committee versus this committee. However, in the absence of the Curriculum Chair, the committee did not feel it could come to any further conclusions on this matter and the discussion will continue in spring.

As to how to prioritize the review of proposals, it was decided that proposals will be evaluated on a first in time basis and if more than one proposal is submitted at the same time, the committee reserves the right to determine priority of review. The committee also agrees that if compelling reasons exist, then the committee reserves the right to evaluate any proposals submitted after the deadline of the eighth week of the fall semester (as specified in the AP 4021).

Spring 2017 meeting dates have been set:

The meetings are from 5:00 pm to 6:30 pm on the following dates in Bonelli 330.

- **Technical Review Meetings:** Feb 2, 2017, Mar 2, 2017, May 4, 2017
- **Full Committee Meetings:** Feb 16, 2017, March 16, 2017, April 27, 2017, May 18, 2017

Unfinished Business.

Construction Technology Proposal – currently with the authors.