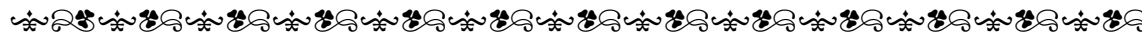


De Anza College
IPBT Notes March 3, 2009
Christina Espinosa-Pieb--Cynthia Lee-Klawender—Co-Chairs

Present: Alves de Lima, ~~Bryant~~, Doan, Englen, ~~Espinosa-Pieb~~, Hearn, Irvin, Kaufman, ~~Kramer~~, ~~Kubo~~, Lee-Klawender, Mowrey, Schroeder, Tomaneng, Woodward



I. Program Review - Criteria Scoring Guide: Lydia presented a draft of the document that included everyone's input over the past week. The following were changes that were discussed:

Eliminate:

- Row 1 (De Anza's main focus areas - Career/Tech, Basic Skills, Transfer)
- Row 6 (Outcomes – Effect)
- Row 7 (Student outcomes) – will save this for next year when student learning outcomes are more defined.

Change:

- Row 2 (Mission and description) and Row 3 (alignment of mission) will be merged.
- Row 5 (Outcomes – Reflection) Delete language that addresses whether the program reflected on the outcomes. Reword to make a distinction between the levels of how well the outcomes were stated.
- Row 8 (Growth/Access trends for all students – QUANTITATIVE) – Add to the first column “or is near full capacity” or something similar.
- Row 10 (Growth trends – QUALITATIVE) – remove language about results and change the wording to reflect variance in efforts.
- Rows 14-15 (Basic Skills) – there should be two rows. One row is directed to programs directly addressing basic skills needs and should have language that is action-oriented. Another row is directed to programs indirectly addressing basic skills needs and should have language that is awareness-oriented.

Add:

Add a row to separate Growth and Access for targeted populations. Access for targeted populations needs to compare the % of targeted population enrollment in that department vs. the % of targeted population in college-wide enrollment.

Other general discussion: There was discussion whether we wanted a rating scale from 1-5 or from 1-3. The group decided to have a 1-5 rating scale to give more flexibility in scoring. The ratings will not be used as a total quantitative number from which we would make recommendations. Rather, the ratings are just to give feedback to the programs as to their strengths and areas for improvement.

Lydia will work on draft and send to IPBT members before meeting on Tuesday, March 10. Meeting is on calendar for 4 – 5 but may need to be changed to 3:30.