Review of Committee Goals 2011-2012 –

* Review and revise the program plan evaluation process and timeline.
  + Evaluation form was revised. The timeline and larger review process is pending an EVP hire, specifically with regard to what happens after the EVP meetings and response from faculty to the evaluation as filled out by the EVP.
* Raise faculty, staff and student awareness of accreditation mid-term report timeline.
  + Awareness has been increased with the changes in our status.
* Monthly reporting on Planning Agenda and Recommendations progress.
  + Monthly reporting was done most months.
  + Created and charged a workgroup to collect evidence of the progress reported.

Evaluation of committee processes 2011-2012 – What did we do well? What can we do better and how?

Pro: Accomplished a lot painlessly. The planning agendas were a large list, but we received information in bits and pieces.

Pro: New program plan evaluation form works well for those who have gone through the process. The committee needs to review it next fall to see if it worked well for everyone. Recommendation: a survey should go out to everyone.

Questions: Is there a way the committee can take load off the co-chairs? How to provide more continuity on planning agendas if it only happens every 6 years? How do we interpret the agendas? How do we identify responsible person and keep the context of the writing process? Who came up with the agenda and has ownership of the item?

Question: Should Ed CAP be a review body for programs recommended for “Program Discontinuance”?

Cons: Can meeting days/times be moved or spread out through the week? All meetings are 1 or 2 on Tuesdays. Should we have meetings on Fridays, mornings, other days of the week?

Committee Goals for 2012-2013 –

* Monitor and collect feedback on the program plan evaluation process.
  + Survey; identify top issues
* Make recommendations regarding the program planning and evaluation process.
* Follow up on the program plan evaluation form timeline.
* Raise faculty, staff and student awareness of accreditation mid-term report.
* Monitor progress of the workgroup for collecting evidence for the Midterm Report.

Submitted by Lee Ballestero and Lisa Miller, Ed CAP Co-chairs.