I. Call to Order
Meeting was called to order at 2:37 pm

II. Order of the Agenda – VII. Reports section will be moved to (VII) to discuss at beginning rather than at end of meeting.

III. Approval of Meeting Minutes (5 minutes)
12/07/21 meeting minutes – Motion to approve – Angelica; seconded by Rachel.
Minutes are approved by all. No opposition or abstention.

IV. *Oral Communication from the Public (3 Minutes/Person)
Note: This portion of the meeting is reserved for persons desiring to address the Senate on any matter not on the agenda.

V. Information and Announcements (10 minutes)
A. Calendar

<table>
<thead>
<tr>
<th>Date:</th>
<th>Subject:</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 7, 2021</td>
<td>Themes for assigned programs due (SLAPEC readers)</td>
</tr>
<tr>
<td>December 27, 2021</td>
<td>Fall 2021 SLO assessment results input due</td>
</tr>
<tr>
<td>February 22, 2021</td>
<td>Formal feedback on PRPR for all programs due by readers</td>
</tr>
<tr>
<td>March 2022</td>
<td>Thematic Summary due</td>
</tr>
<tr>
<td>June 6, 2022</td>
<td>Spring 2022 SLO assessment results input due</td>
</tr>
</tbody>
</table>
VI. **SLAPEC Leadership for 2022-23 academic year.**
   
   A. Betsy informed the committee that she is stepping down as co-chairperson next Fall 2022. If there is anyone interested in co-chairing with Alyson, please let them know. (Reassigned time is .15 for Fall 2022) Any questions see Betsy and Alyson.

VII. **Reports (5 minutes)**

   A. **Academic Senate report** – Chris gave a presentation to the Academic Senate regarding new ADT/GE requirements. We are moving to an electronic catalog so its important data in catalog is updated on webpages.

   B. **SLO Assessments report** – Betsy will be updating master spreadsheet in a couple weeks after school starts.

   C. **Program Review report** – see VIII. Old Business for update.

   D. **Strategic Planning Committee report** – none

   E. **BRAC report** – Continue to discuss the rubric and how the prioritization would be done. A major topic is how do you decide if one program gets pushed up on priority list compared to other programs? BRAC and divisions will start prioritization in February.

   F. **Accreditation and Institutional Effectiveness Committee report** – per Betsy, will start up in Spring 2022.

   G. **Guided Pathways report** – A presentation was given at last Friday Forum. Chris Cruz is working on program mapping and incorporating local AA/AS degrees. Also, Whitney Clay and Michelle Francis are starting to promote career exploration for students.

   H. **Other** – Angelica asked Chris about breakdown of number of face-to-face classes compared to Online. Right now, it’s about a 50% split. For Fall 22, the expectation is more in person instruction. Enrollment is down and it is difficult to plan too far in advance. Also looking at trends.

VIII. **Old Business**

   A. **2020-2021 Program Review Progress Report Update**
      
      1. Formal feedback due by Tuesday, Feb. 22 via official feedback rubric. Instructions and email templates are included in “Instructions – Reading and Completing Feedback Rubric”. Alyson resent the documents to committee members.

      2. The Readers should record the identified themes on the IdeaBoardz website, including the information for each identified theme.
         a) Specified theme identified
         b) The programs the theme was identified for
         c) Cite a good example – if there is one – of that theme from a particular program.
         d) If a reader’s theme is like another theme by another reader, can click on the + sign on the sticky to add a “vote” to it. And – add the programs that
IX. New Business

A. Alyson will follow up if Yasir will continue as student representative in Spring.

B. The rest of the meeting time will be spent on working on Program Review Progress Reports. Betsy and Alyson are available for questions or issues.

Next Meeting

The next meeting will be on Tuesday February 15, 2021, at 2:30 PM – 4:00 PM via zoom.

Adjournment - was called at 3:05 pm.

* All SLAPEC meeting agendas are archived in the SLAPEC website on the West Valley College website at Meeting Agendas and minutes http://www.westvalley.edu/committees/student-learning-program-effectiveness/index.html.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations should contact WVC SLAPEC Co-Chair Betsy Sandford at (408) 741-2478 (betsy.sandford@wvm.edu) or WVC SLAPEC Co-Chair Alyson Butcher at (408) 741-2590 (alyson.butcher@wvm.edu) at least one week prior to the meeting date.