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# MEETING MINUTES APR. 3, 2020

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ZOOM Meeting

Meeting called to order: 9:03 a.m.

**In attendance:** Sam Byington, Cheryl Cardoza, Gabriel Chavez, Tara Connolly, Melissa Deadmond, Jinger Doe, John Fitzsimmons, Meeghan Gray, Sabrina Ladd, Mark Maynard (Chair), PJ Mitchell, Jennifer Pierce, Brian Ruf, Sharif Rumjahn, Karen Wikander

**Absent:** Ana Douglass, Kate Edelbeck

**Guests:** Amber Anaya, Krista Johns

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## Approval of the March 13, 2020 Minutes

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It was noted Karen Wikander was not present at the March 13, 2020 meeting.

*A motion was made by PJ Mitchell and Cheryl Cardoza to approve the March 13, 2020 meeting minutes as amended. The committee approved the minutes with 2 abstentions.*

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## Nominations for next ASA Chair

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The April 17 Meeting will be the last ASA meeting of the year. The Faculty Senate Office will collect and confirm nominations via the [facsen@tmcc.edu](mailto:facsen@tmcc.edu) email for an election to take place at the meeting.

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## Review and Evaluate Nursing PUR

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Chair Maynard reviewed the comments on the PUR rubric under each evaluation criteria: Initial, Emerging, Developed, Highly Developed, and Suggestions/Comments. The [PUR Handbook](#) can be found on the TMCC.edu website.

- I. **Program Unit Overview:** The committee voted this item as Highly Developed. The committee noted the need to refine the rubric to make it more consistent with the PUR. Other suggestions were to simplify the PUR for those programs such as Nursing, Dental Hygiene, Dental Assisting, and Dental Tech which go through a rigorous accreditation process. A mini-PUR was suggested.
- II. **Current Status of the Program Unit:** The committee voted this item Highly Developed. The committee noted the department addressed every issue.
- III. **Program Curriculum and Offerings:** The committee voted this item Highly Developed. The committee noted this program is set.
- IV. **Program Assessment:**
  - a. The committee voted this item as Highly Developed. It was noted the department may be confusing the terminology of SLO vs. PLO and to use the terms consistently.
  - b. This was voted by the committee as Highly Developed.
  - c. General Education assessment is not required in this program. The committee deemed this item N/A.
  - d. This was voted by the committee as Highly Developed with compliments to the department for continually updating and refining the program.
  - e. This was voted by the committee as Highly Developed.

- V. **Enrollment:** This was voted as Developed by the committee. The committee would like to see plans to increase enrollment and have methods and locations for outreach listed.
- VI. **Student Success:** This was voted as Highly Developed by the committee.
- VII. **Resources:** This was voted as Developed by the committee with comments demand exists, get clarity to pursue offering a BSN for nursing, and include what staffing needs will be needed.
- VIII. **Future Directions:** This was voted as Highly Developed. The department plans to offer a BSN option and will list staffing needs.

**Final Comments:**

The committee recommends including the Dean's findings.

## Old Business

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Chair Maynard will add to the April 17 agenda the status of the Dishonesty Policy.

## New Business

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None

**Meeting adjourned:** 9:52 a.m.