



Program Review Committee

MINUTES - Thursday, February 17, 2022

3:30 – 5:00 PM

Zoom virtual meeting

Members Present:	Marne Foster (co-chair), Jessica Luedtke (co-chair), Megan Leppert, Maureen Rubalcaba, Jackie Sabanos (VPA), David Anton, Jesus Rivas
Members not Present:	John Bromma, Shakerra Carter (VPSS), Michelle Fischthal (VPI), Desiree Payne, Bryan Perrin, Leroy Williams
Guests:	Crystal Saldana (for Shakerra Carter), Cassandra Storey (for Michelle Fischthal)
Recorder:	Debi King

AGENDA

1. Call to Order 3:48 PM

2. Action Items

2.1 Approval of Agenda

CONCLUSION	Motion to approve by Jessica, seconded by Maureen – Agenda approved
-------------------	---

2.2 Approval of October 18, 2021 Meeting Minutes

CONCLUSION	Motion to approve by Jesus, seconded by Marnie – Agenda approved
-------------------	--

3. Information/Discussion Item(s)

3.1 Use of Instructional/Administrative Reviews and LMI

DISCUSSION	<i>Tabled due to time constraint</i>
-------------------	--------------------------------------

3.2 Governance Committee Self-Assessment

INFORMATION	<p>Survey will be launched and provided to the 18 governance and operational committees prior to the update of the Governance Handbook</p> <ul style="list-style-type: none"> • Survey is sent to each committee member • Results feedback is provided to the committees to review and provide input for their GH pages • Overall report is used by leadership and governance to make further recommendations <p>New iteration of self-assessment survey:</p> <ul style="list-style-type: none"> • Based on feedback from the last SA survey • Committee members on multiple committees will only need to take one survey
--------------------	--

3.3 Instructional Program Success Metrics

INFORMATION	A set of metrics being developed to enable CE stakeholders to assess student outcomes, including retention, completion, and transition
--------------------	--

3.4 Administrative Review Survey

DISCUSSION	<i>Tabled due to time constraint</i>
-------------------	--------------------------------------

3.5 Program Review Feedback Structure for Spring

INFORMATION	<ul style="list-style-type: none"> • Based on the submissions from the last two iterations of Program Review • Information will inform such as accreditation reports and community profiles • Some units have less engagement levels of participation with this process • The feedback provided by PRC last year was preferred over the feedback reports previously provided <ul style="list-style-type: none"> ○ This effort involves PRC that may not be available this year; feedback support should be focused on units that have shown less engagement in this iteration
--------------------	---

4. Adjournment: Meeting adjourned at 5:01 PM

Next Meeting: March 21, 2022

Minutes submitted by: Debi King

Minutes approved:

By committee on March 21, 2022