Program Review Committee

Meeting Minutes
9:00 – 10:30 am September 1, 2023

	Attendance			
X	Huda Aljord, World Languages		X	Wendy McEwen, IE – Co-Chair
X	Jennifer Amaya, FPA		X	Regina Miller, A&R
	Alicia Berber, Kinesiology		X	Tony Musumba, STEM
X	Mike Dahl, STEM		X	Pell, Diana
X	Rosa Frazier, FPA		X	Regina Miller, A&R
	Gabriel Gravina, ASRCC		X	Nicole Render, Nursing
	Brandie Greene, STEM, Life Sciences			Jo Scott-Coe, English
	Casandra Greene, Classified			Kathleen Sell, English
X	Rebecca Kessler, Cosmetology		X	Mark Sellick, Political Science
X	Brian Kohl, Art		X	Virginia White, STEM, Life Sciences; Co-Chair
X	Denise Kruizenga-Muro, English		X	Bryn Glover (recorder)
	Michael McCracken, Counseling			

1. Call to order 9:03am

2. Approval of Agenda- m/s/c   Denise Kruizenga-Muro / Brian Kohl, approved by consensus

3. Approval of Minutes (April 2023) - m/s/c Denise Kruizenga-Muro / Rebecca Kessler - approved, 2 abstentions

4. Old Business
    a. Nuventive Platform Update 2022/23 cycle was updated
        i. Resources Revision – changed "year of request" to "requested year for funding"; the resource request is now included in Nuventive, not a separate form.
    b. Division Level Program Review Communication – added the communication from Deans to department chairs to the process map.
        • Jennifer Amaya suggested that we put the document into adobe sign for the Dean, department chair and program review committee representative to sign. Virginia White will bring this suggestion to GEMQ, EPOC and Senate for the next cycle.
    c. Resource Process – from approval to spending - when the President provides their letter responding to prioritization in January, they should also provide the funding source and contact for the initiative.

5. New Business
    a. Prioritization Process Timeline Update – Academic Senate has requested prioritization dates for 3 years, this will go to EPOC then Senate for approval. Wendy has developed a list of the dates in excel and will email it to the committee.
    b. Meeting Schedule
        i. September 12th VP Q&A 12:00 – 2:00
        ii. October 13th VP Q&A 1:00 – 3:00

       iii.   December 1st 9:00 – 10:30 Program Review Committee Meeting

       iv.   January Retreat Proposed January 19th, 2024 – special project offered for non-department chairs, 10 hours of program review work including the retreat during winter term.

       v.   March 1st 9:00 – 10:30 Program Review Committee Meeting

       vi.   April 5th 9:00 – 10:30 Program Review Committee Meeting

6. Council / Committee Updates
    a. GEMQ – talked about program review communication between Dean and Departments, started working on Mission Vision Values statements for next strategic planning cycle. It will go to the larger community after a draft is developed.
    b. EPOC - hasn't met yet
    c. Assessment – meets today, will talk about an equity minded assessment resources sheet to give out to faculty, the annual report, planning and process to update GE SLOs, updates to Nuventive.
    d. District Program Review Committee – has not met yet, at the last meeting the discussed the difference in program review schedules between MVC and Norco and Riverside. There is a lot of variation across the district.

7. Public Comment/Announcements – Please attend the Prioritization Q&A and let your departments know that the plans and summaries are posted on the program review website.

8. Adjourn 9:42am