

Program Review Committee Minutes

March 6, 2026

9:00 – 10:30 am

Members

x	Wendy McEwen*	x	Virginia White *
	Alicia Berber		Jennifer Amaya
	George Molinero (student rep)		Katherine Johnson
x	Regina Miller	x	Michael McCracken
x	Angela Burrell	x	Mike Dahl
	Mark Sellick		Nicole Render
x	Brian Kohl	x	Rebecca Kessler
	Kathleen Sell	x	Rosa Frazier
	Huda Aljord	x	Ruben Contreras
x	Diana Pell		Tony Musumba
	Riyad Abubaker		Harley Glenn
x	Malcolm Frierson		

Guests/Liaisons/Admins

x	Sef Girgis (recorder)	x	Kristi Woods

1. Call to order at 9:04 am
2. Approval of Agenda:
 - a) Motion to approve: Brian K., Wendy M.
 - b) Approved by consent.
3. Approval of Minutes from **November 7, 2025**
 - a) Motion to approve: Mike D., Ruben
 - b) Approved by consent
4. **Old Business**
 - a) **Program Review Process and Questions**
 - Virginia reported that some upper administration supports the separation of program review from request for resources. Prioritization is now separate from program review. Based on the five years program review plan, we will asking some guiding questions to evaluate the current status of the program. If there is a need for additional funding pertaining to faculty development or training, you may request it here. However, request for basic needs for class instructions will be fulfilled through a different process through GEMQ. The process is currently being developed in collaboration with the new VP of business services.

- The prioritization process always belongs to GEMQ. The program review feeds into it. Instructional needs can be fulfilled through your dean directly as they can use lottery funds to support these requests. So, please speak to your dean first regarding your needs for instructional needs.
- Program review needs to focus on the gaps that creates obstacles to the growth of the academic program. Program review should include anything that intended to close equity gap in the leaning process.
- Dr. Woods emphasized that your requests should be supported by data and clear explanation of the need and its impact on students 'success data. Program review should be a reflection on your program, success story, or lack of, supported by data.

b) Prioritization Process Update

- Lottery funds can be used for classroom supplies and it should be requested through your dean.
- The data analysis in the program review process should demonstrate the need for new faculty position to close a certain equity gap. However, the new faculty position request is a separate form and it should be communicated through your dean.
- Resource requests process, in summary, faculty come together, finalize, bring it forward to the chair and then moved on to the dean.
- Each department is invited to inform their dean of previous attempts and all efforts to address equity gaps.

5. New Business

a) Data Training Drop In (via zoom)

- Tuesday, March 17th 10:00 – 11:00 am
- Wednesday, March 18th 3:00 – 4:00 pm
- Thursday, March 19th 12:30 – 2:00 pm
- Tuesday, April 7th 12:30 – 2:00 pm
- Friday, April 10th 12:30 – 2:00 pm

b) Institutional Service Hours:

- Each faculty is requested to submit institution service plan. GEMQ is devising a form to request each committee to submit a reasonable number of hours for member service on this committee.
- For your service on the program review committee, we recommend 20-30h/year for participation in this committee. However, each member is free to increase the number of hours if they spend additional hours working on this committee.

c) Department Elections

- Provide when they rotate off (current rotation)
- Some departments are up for elections and selecting a new member. Please share with your department the need to elect a member to program review and discuss with new candidate of the number of hours serving on this committee. Once election occurs, it needs to be confirmed by the academic Senate and then forward to the committee.

6. Council / Committee Updates

- a) GEMQ – No more to add
- b) EPOC - hasn't met yet.
- c) Assessment -
 - We need to emphasis on entering the assessment data into Nueventive. So, if you have new courses or eliminated courses, let Wendy know so we can update NueVentives. We are planning to assess every SLO once/cycle and every PLO twice/cycle.
- d) District Program Review Committee update

7. Public Comment/Announcements

- a) Next meeting April 3, 26

8. Adjourn at 10 am