Program Review Committee Meeting Minutes
9:00 – 10:30 am April 1, 2022

	Attendance		
	Huda Aljord, World Languages	X	Michael McCracken, Counseling
X	Jennifer Amaya, FPA	X	Wendy McEwen, IE – Co-Chair
	Alicia Berber, Kinesiology		Michael Medina, CTE*
X	Mike Dahl, STEM	X	Pell, Diana
X	Stacie Eldridge, STEM, Physical Sciences		Regina Miller, A&R
X	Carol Farrar	X	Cynthia Morrill, Eng & Media, Co-Chair
X	Rosa Frazier, FPA		Nicole Render, Nursing
X	Brandie Greene, STEM, Life Sciences	X	Daniel Slota, Library
	Casandra Greene, Classified	X	Douglas Tang, ASRCC
X	Rebecca Kessler, Cosmetology	X	Virginia White, STEM, Life Sciences
X	Brian Kohl, Art	X	Bryn Glover (recorder)
X	Denise Kruizenga-Muro, English		

1. Call to order – 9:04 am
2. Approval of Agenda - m/s/c - Denise Kruizenga-Muro / Brian Kohl, approved by consensus
3. Approval of Minutes (Mar 2022) – m/s/c - Denise Kruizenga-Muro / Brian Kohl – approved, no abstentions
4. Old Business
    a. Faculty Prioritization DLC Feedback –
       Wendy McEwen attended the retreat and shared the faculty prioritization worksheet. The DLC might request the worksheet be modified. The final worksheet will be finalized distributed for use in Fall. There will be training scheduled in early fall.
    b. Program Review Status roundtable –
       o Stacie Eldridge – Once you use Nuventive it is easy to navigate and figure out what things belong where. The retreat helped to learn to navigate the software, and who to contact.
       o Denise Kruizenga-Muro – was her first time using the initiative form in Nuventive, she able to type up a word document and then copy and paste it into Nuventive, it was very easy.
       o Brandie Greene – appreciated Wendy's drop-in hours, and working with faculty who is well versed in Program Review. It can be daunting for first time users.
       o The next step is Department Chairs sharing the program review with their Deans, they will meet to discuss the contents and what should be prioritized for the division.

5. New Business
    a. Resource Request Brainstorm –
       o When there is a list of items in the initiative that are requested there is not a way to express the importance of one thing over another, it was all lumped together and can look like one big price tag. This might make it difficult for LC members to determine which is a "must have" and which is a "nice to have."

- It was suggested that it might be helpful to revise the form so that it is similar to requesting items in a grant or funding request – list the item, the quantity, individual cost, and total. That way a decision can be made to fund part or the entire cost of the initiative.

- Is a separate form required for each item requested, or is it one form per initiative?

- The form is overly detailed, but from the perspective of finance the information is needed to help them determine what was requested and prioritized.

Based on the discussion, the Committee will suggest that the Resource Request form needs to allow for more detail to support a decision.

b. Dummy Program Review and Plan shell ideas?
- This was suggested at the March Program Review Committee meeting. Is it still wanted?
- No suggestions were made. Item will be shelved, but Wendy is happy to develop the shell if need be.

6. Council / Committee Updates
   a. GEMQ – Wendy was asked to be the Interim Administrative Co-Chair, Kristi DiMemmo is stepping down temporarily. Most of the committee's work the last couple of years has been focused on Prioritization but the Council also wants to broaden their approach. There is also a discussion around whether or not GEMQ should be allowed to vote in the prioritization process. They are bringing this to EPOC and Senate.
   b. EPOC - no report
   c. TLLC – The Guided Pathways Scale of Adoption report was presented.
   d. RDAS - The Guided Pathways Scale of Adoption report was presented.
   e. SAS - no report
   f. Assessment – Discussed an article about "Ungrading" which aligns with Community of Practice that English is working on; also working on PLO and SLO assessments
   g. District Program Review Committee update - meeting schedule has resumed; the other two colleges are very interested in how our Program Review Committee has revised our charge and the work that we are doing. May work toward to incorporating these changes into their own committees.
   h. ASRCC – The executive members are working on events- Tiger Con, and Hanging with My Peeps (open to public). ASRCC is attending Student Senate in Sacramento April 1-3rd. They also completed a student survey about vending machine options for healthy snacks.

7. Public Comment/Announcements
8. Adjourn – 9:55am