

# Program Review Committee

## Meeting Minutes

9:00-10:00 am March 5, 2021

	Members	Liaisons/Admin./Staff/Guests
X	Huda Aljord, World Languages	Bryn Glover
X	Jennifer Amaya, FPA	
X	Alicia Berber, Kinesiology	
	Casandra Greene, Classified	
X	Albert Jaramillo, Student	
X	Rebecca Kessler, Cosmetology	
X	Michael McCracken, Counseling	
X	Wendy McEwen, IE – Co-Chair	
X	Wendy McKeen, STEM	
	Regina Miller, A&R	
X	Cynthia Morrill, Eng & Media, Co-Chair	
	Nicole Render, Nursing	

1. Call to order – 9:07am
2. Approval of Agenda m/s/c Wendy McKeen / Alicia Berber - approved
3. Approval of Minutes (Dec 2020) m/s/c Cynthia Morrill / Jennifer Amaya - approved
4. Old Business
  - Committee Charge – GEMQ has taken on a more active role in facilitating, monitoring, assessing and evaluating program review, as a result there is a lot of overlap with the role of this committee. Wendy shared the draft charge for the Program Review Committee that was sent via email. It has been shared with the VP of Planning and Development, and the Academic Senate President.

The revised charge discussion included how the role of the committee has changed over the years based on the revisions to the 2015-2020 Strategic Plan effecting Leadership Council structure. The program review platform changed dramatically in 2016-17 with an emphasis on supporting strategic planning and the college's goals. The Program Review Committee led the development of the new process as well as using Nuventive (TracDat) and facilitated and evaluated the prioritization process.

As the committee falls under the scope of GEMQ and Academic Senate, the co-chairs feel that the proposed charge would be positive, giving the committee a different role in supporting implementation of program review with evidence based data without overlapping GEMQ's role.

A summary of GEMQ's role was added to the charge for clarification.

Committee members are asked to share the draft charge with their departments, it will be shared

with GEMQ. Revisions will be made at the next meeting before the charge is voted on and sent out for approval.

- Committee Chair – Fall 2021 – Cynthia Morrill agreed to stay on as chair through fall while we identify a new chair for Spring 2022.

5. New Business

- a. Strategic Planning Handbook – Wendy McEwen will provide updated committee information to Paul O’Connell to update bylaws. Cynthia Morrill requested adding EPOC to the ‘reports to’ structure because they include a report out from the Program Review Committee at their meetings.
- b. Department PRaP Update – Deadline is March 31, 2021. Please work with your departments to complete program review.

6. Council / Committee Updates (moved to the end for this meeting) – Did not discuss due to time constraints.

- a. GEMQ
- b. EPOC
- c. Assessment
- d. District Program Review Committee update

7. Public Comment/Announcements

8. Adjourn 10:04 am

