Program Review Committee

February 20, 2024

L 160

Zoom

<https://us06web.zoom.us/j/98293998893>

# List of Membership

## Co-Chairs:

Faculty Co-Chair: Kim Nickell

Administrator Co-Chair: Kristin Rabe

Classified Co-Chair (?):

## Members in attendance:

Aneesha Awrey, Laura Luiz, Amanda Tumblin, Andrea Bridges, James McGarrah, Nancy Mai, Keri Johnson, Rebecka Zepeda, Kalina Hill, Steve Waller, Tina Cummings, Maria Wright, Cristal Rios, Keith Wolaridge, Anna Melby,

# Scheduled Meeting Dates/Times

* Feb. 20, 2024
* March 5, 2024
* March 16, 2024
* April 2, 2024
* April 16, 2024
* Location L160 and Zoom

# Called to Order

* Kim called to order at 3:35
* Note taker: Kristin Rabe

# Approval of Agenda

* Approval of Agenda
	+ (Agenda approved as stated)

# Approval of Meeting Minutes

* Approval of Meeting Minutes
	+ (meeting minutes were not available to be reviewed – will be made available by 3/7/2024 meeting)

# Agenda Items

* Presented to Admin Council. Updating Completing Your Program Review “handbook” and there were no or very little questions from this presentation
* Spring planning for 24-25 Program Review cycle continues
	+ Trends, issues, things that don’t make sense to help with spring planning
	+ The present initiative sections
		- Feedback
		- Mission (back in for accreditation)
		- Degrees
		- Program Goals Completed – will show resource request “grid” for a better way of showing what requests go with what goals.
		- Program Goals new/continuing
		- Program Analysis
		- Program mapper
		- Current and Future trends

Discussion on Assessment – Becka Zepeda

 Will keep our form as is – questions asked about data – keep as is. Button that automatically populates the form is good. Should just be courses in program but free to look at others that link to the program. Kim will update all links necessary to complete this section.

The assessment piece should be part of the 3-year comprehensive instead of the annual update which makes sense to committee. New programs will have the assessment piece added the first year to allow for any tweaks and modifications to the program and provide necessary initial feedback on program.

Discussion on goals section. Liked the grid that shows the goal, the strategic direction and need there is including the resource requests. Indicate closing of the loop details in speaking to goals completed and how it is aligned with the college mission. If the goal is not complete and carries on from year to year, show what can be modified to possibly complete the goal.

Professional Development Discussion and how it fits into the resource request process. Budget doesn’t necessarily need to see this piece – it should be identified if funding is needed and should be justified as if were a goal.

* Staff requests (Calvin Yu) continued discussion
* Resource requests
* Assessment (Zepeda)
* Curriculum

# Meeting Adjourned

* March 7 Draft documents to have available for committee review. Kristin will work on resource requests.