Committee: Program Review
Date: May 17, 2011
Time 2:30pm – 4:00pm
Location: ST 501
Present:
- Marilyn Maine
- Anna Badalyan
- Pauline Carrillo
- Joe Ratcliff
- Carole Anderson
- Christina Anketell (Alt)
- Paulette Bailey
- Deborah Campbell (Alt)
- Glecy Rosario
- Lori Hunter
- Mary Gallagher
- Jamille McClendon (Alt)
- Cynthia Morley-Mower (Alt)
- Dorothy Smith
- Derek Majors (Alt)
- Wanda Burton (Alt)

Signed in as Guests: Dan Halderman CDM, Dr. Cardoza

Recommendations for College Council Committee (Action Items from Minutes Below):

Meeting Convened: The meeting was called to order at 2:30pm.

Approval of Minutes: Minutes from the meeting dated, May 3rd, 2011 were reviewed, corrected and approved (M/S/P: V. Jackson; Second: G. Rosario).
Report on Actions Taken: Copies of the FPGPE forms sent to Vice President Gallagher, Drummond and Castillo where reviewed by PR members. Anna spoke with Leticia and Mary in regards to getting their validation and divisional program review submitted. Student Services was completed and submitted.

Action/Discussion Items:

**Item: Participatory Governance Committee Self-Evaluation**

**Key Consideration:** Marilyn went over the LATTC Participatory Governance Committee Self-Evaluation form which lists the main goals, accomplishments the committee achieved this academic year and what tasks are still in progress. The committee added additional goals to #4: Program Review Bylaws, training on how to write a Perkins fund & Division/Discipline validations defer until next year; also on that same form the committee decided to add to #2 achievement #12 Reviewed survey/report of survey results.

**Actions Taken (if any):**

**Item: Review Membership of department, division program review and validation teams**

**Key Consideration:** The committee reviewed the PR Planning & Validation timeline and decided that the Discipline level for Program Review will start June 7th during the faculty flex days and the deadline for completed PR’s at the discipline level will be September 23rd. There will be no validation this year for the discipline nor at Division level. The Department level will begin September 26th and the deadline is October the 14th. The Division level will begin November the 7th and the deadline will be November the 30th. Anna and Marilyn will update the timeline & process document and present it at next meeting for final review & approval.

**Actions Taken (if any): none**

**Item: Program review Phase I, APR & CPR Questions**

**Key Consideration:** The committee reviewed the Phase I Program Review questions page by page and made several changes as needed. The recommendations will be incorporated into the document and present at the next meeting for final review and approval.

**Actions Taken (if any):**

**Item: Update Motion to extend**

**Key Consideration:** Motion to extend the meeting in order to review the entire Phase 1 document. Passed.

**Actions Taken (if any): Motion to extend meeting: (M/S/P: L. Brent; Second: G. Rosario)**

**Item: Program Review Phase 2 purview**

**Key Consideration:** The committee discussed briefly the PR Phase 2 procedure/purview and decides to discuss this topic at a later meeting.

**Actions Taken (if any): None**

**Items from the floor:** None

**Meeting Adjourned:** The meeting was adjourned at 4:40pm (M/S/P: L. Brent; Second: M. Drummond)