Committee: Program Review
Date: June 7, 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)
☒ Deborah Harrington
☐ Ramon Castillo
☒ Marcy Drummond
☐ Ricky Wong
☐ Leticia Barajas (Alt)
☐ Chini Johnson-Taylor (Alt)
☐ Alicia Rodriguez-Estrada (Alt)
☐ Lisa Munoz
☐ Bill Elarton (Alt)
☒ Lourdes Brent
☐ Joseph Tucker (Alt)
☐ Bill Gasper (Alt)
☒ Raul Cardoza (Alt)
☒ Vincent Jackson
☐ Jing Babb
☒ Inhae Ahn (Alt)

Signed in as Guests: __________________________ 

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

Meeting Convened: The meeting was called to order at 2:45pm.
Approval of Minutes: Minutes from the meeting dated, May 17th (M/S/P: D. Smith; Second: G. Rosario) & May 24th (M/S/P: P. Bailey; Second: D. Smith) were reviewed and corrected.


Action/Discussion Items:

<table>
<thead>
<tr>
<th>Item</th>
<th>Key Consideration</th>
<th>Actions Taken (if any)</th>
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<tbody>
<tr>
<td>Item: Program Review 2011-12 Phase I Launched</td>
<td>Anna went over what will be on the Program Review website in 2 weeks; currently a few items are missing: Student Service validations, WED validations, the data packs, how many courses are being taught for the Instructional level.</td>
<td>none</td>
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<td>Item: Motion to postpone discussion on By-laws until July 5th</td>
<td>After deliberation the committee decided to postpone the discussion on the by-law until August 2nd.</td>
<td>Motion to postpone by-laws until August 2nd, 2011. (M/S/P: D. Smith; Second: M. Gallagher)</td>
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<td>Item: Annual Unit Plan Review</td>
<td>There was discussion on the AUP and how the AUP has to link to the strategic goals. According to Mary G. the big issue is that current SMP goals will sunset next year. AUP goals need to be linked to the new SMP goals which are not exactly clear when will be ready. In addition PBC is planning to develop the prioritization rubrics and introduce it at the college convocation and have it go through the approval process in early fall. Anna stated it would be good if PBC could review the 2011-12 program review timeline and the validation memberships and make sure that all processes and timelines in the college are aligned. Mary suggested sending timeline to PBC to review at their next meeting.</td>
<td>none</td>
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<td>Item: Timeline for Phase I</td>
<td>The 2011-12 Program Review timeline was presented to the committee. The timelines was reviewed and changes were made as needed.</td>
<td>Motion: The committee moves to approve the admission of Program Managers, Classified Managers and Classified Supervisors to the validation team membership at the Student Service, President &amp; Department levels and to the Instructional (Academic &amp; WED) and Admin Services and Department level areas of the validation team membership. (M/S/P: M. Gallagher; Second: R. Cardoza; Ney: L. Brent). Motion: to add to the Membership footnote: “Team members 2-5 shall be external to Department/Programs.” (M/S/P: R. Cardoza; Second: D. Smith). Change divisional submission to PBC to Monday, December 5th. (M/S/P: A. Badalyan; Second: G. Rosario).</td>
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Items from the floor: None

Meeting Adjourned: The meeting was adjourned at 4:00pm (M/S/P: L Brent; D. Smith)