Committee: Program Review
Date: February 1st, 2011
Time: 2:30pm – 4:00pm
Location: ST 501
Present:

☒ Marilyn Maine
☒ Anna Badalyan
☒ Pauline Carrillo
☐ Joe Ratcliff
☐ Carole Anderson
☐ Deborah Campbell
☐ Tom Vessella
☐ Paulette Bailey
☒ Glecy Rosario
☐ Lori Hunter
☐ Mary Gallagher
☒ Jamille McClendon (Alt)
☐ Cynthia Morley-Mower (Alt)
☐ Dorothy Smith (Alt)
☐ Deborah Harrington
☒ Ramon Castillo
☒ Marcy Drummond
☐ Theda Douglas
☐ Leticia Barajas
☐ Chini Johnson-Taylor (Alt)
☒ Alicia Rodriguez-Estrada (Alt)
☒ Lisa Munoz
☐ Bill Elarton (Alt)
☒ Lourdes Brent
☐ Bill Gasper (Alt)
☐ Raul Cardoza (Alt)
☐ Vincent Jackson (Alt)
☐ Jing Babb
☒ InHae Ahn (Alt)

Guest(s) – Next Page.
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, December the 7th 2010 were reviewed, corrected and approved (M/S/P: P. Carrillo; Second: R. Castillo).

Report on Actions Taken: FPGPE submitted to PBC with recommendations/motions regarding the prioritization process for the AUP 2011-12.

Action/Discussion Items:

<table>
<thead>
<tr>
<th>Item: Program Review Prioritization Process 2010-11 Discussion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Key Consideration: The committee discussed the prioritization process for Program Review 2010-11 and proposed recommendations that will be sent to PBC.</td>
</tr>
<tr>
<td>Actions Taken (if any): Marilyn formatted the FPGPE form with the following motions agreed upon by the committee to be sent to PBC for evaluation: A clear delineation of the prioritization processes and policies; Opportunities for department/program presentations with timelines prior to the prioritization process; The development of a standardized rubric for prioritization to be utilized at all levels; Clear timelines and deadlines for the prioritization process. (M/S/P: L. Brent; Second: G. Rosario). It was also motioned by the committee to recommend that PBC report back to Program Review Committee by March 1st, 2011. (M/S/P: L. Brent; Second: P. Carrillo).</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item: Membership</th>
</tr>
</thead>
<tbody>
<tr>
<td>Key Consideration: The committee discussed the membership issue and made a few changes to the Program Review membership roster in order to abide by the PRC bylaws and the need for the committee to make a quorum.</td>
</tr>
<tr>
<td>Actions Taken (if any): Motion: There was a motion to remove the SEIU 721 representative position from the committee (M/S/P: L. Brent; G. Rosario). The committee voted on removal of the SLO rep. as a voting member and assign it as a resource position – the vote did not pass; It was agreed that the SLO position is important to Program Review. It was motioned that the AFT Chapter President and AFT Appointee be combined into one position. (M/S/P: A. Badalyan; Second: G. Rosario); Dorothy Smith will take Theda Douglas’s position representing the Dean of Student Services; Vincent Jackson will the rep for Dean of Academic Affairs and will need to appoint an alternate; Karen Hunt is no longer the alternate for Pauline Carrillo and Lourdes Brent will appoint an alternate; Ricky Wong agreed to take the position of At-Large Academic faculty rep. and Christina Anketell will be his alternate. (M/S/P: A. Badalyan; Second: G. Rosario); Motion to extend the meeting to 4:15pm (M/S/P: L. Brent; G. Rosario). Lisa Munoz appointed Joseph Tucker as her alternate for ASO rep.</td>
</tr>
</tbody>
</table>
**Item:** Program Review Bylaw correction  
**Key Consideration:** Changes to Program Review committee bylaws  
**Actions Taken (if any):** It was motioned by Marilyn to remove Clause 4 on the Program Review bylaw as it is not part of the Brown Act. It was also agreed that the Program Review quorum would be 9 voting members. *(M/S/P: L. Brent; Second: G. Rosario)*

**Item:** Modules and Questions for 2011-12 Comprehensive Program Review  
**Key Consideration:** The committee reviewed the Institutional Plans Modules for 2011. Education Master Plan (Education Policies Committee), Student Learning Outcomes (SLO Committee), Effectiveness-Enrollment Trends (Faculty Hiring Prioritization Committee and Enrollment Management Committee), Curriculum (Curriculum Committee), Environmental Scan (Vocational Education Committee/CTE, and Dean of Institutional Effectiveness) and Staffing Trends (Faculty Hiring Prioritization Committee).  
**Actions Taken (if any):** The Formative Participatory Governance Process Evaluation forms will be sent out to all the committees requesting each committee to submit only 3 questions before April 1, 2011. These questions will be reviewed by the PRC members for Program Review 2011-12.

**Item:** Program Review 2010-11 Post Survey  
**Key Consideration:** Anna presented a template for the post survey for 2010-11 Program Review. All the members agreed that they would rely on members Brent, Rosario, Munoz, Badalyan and Maine to finish reviewing and changing the template for completion and distribution to the campus community.  
**Actions Taken (if any):** none

**Items from the floor:** The committee will discuss and vote on Program Review bylaws “D.5” at next meeting.

**Meeting Adjourned:** The meeting was adjourned at 4:18pm *(M/S/P: M. Maine; G. Rosario).*