Committee: Program Review
Date: March 1, 2011
Time 2:30pm – 4:00pm
Location: ST 501
Present:
☒ Marilyn Maine
☒ Anna Badalyan
☐ Pauline Carrillo
☐ Joe Ratcliff
☐ Carole Anderson
☐ Deborah Campbell
☐ Cristina Anketell (Alt)
☐ Paulette Bailey
☐ Glecy Rosario
☒ Lori Hunter
☐ Mary Gallagher
☒ Jamille McClendon (Alt)
☒ Cynthia Morley-Mower (Alt)
☒ Dorothy Smith
☒ Derrick 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)

Guest(s)
Signed in as Guests: Judith Samuel

Recommendations for College Council Committee (Action Items from Minutes Below):
Meeting Convened: The meeting was called to order at 2:35pm.

Approval of Minutes: Minutes from the meeting dated, February the 1st 2011 were reviewed, corrected and approved (M/S/P: C. Morley-Mower; Second: R. Wong).

Report on Actions Taken: Anna briefly explained the chart for Institutional Effectiveness in which the diagrams show the complete process for the college mission & institutional plans.

Action/Discussion Items:

<table>
<thead>
<tr>
<th>Item: By-Laws Revised</th>
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<td><strong>Key Consideration:</strong> The committee reviewed and revised some of the Program Review committee’s bylaws.</td>
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<td><strong>Actions Taken (if any):</strong> There was a motion by Marilyn to change the faculty membership from 10 to 9. (M/S/P: I. Ahn; Second: J. McClendon). It was motioned by the committee to remove the “Classified Supervisors” position. (M/S/P: I. Ahn; Second: C. Morley-Mower). It was motioned by the committee to post the PR agenda on the bulletin board in the mailroom, the ST bldg lobby and the LATTC website. (M/S/P: J. McClendon; Second: C. Morley-Mower).</td>
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<th>Item: Survey Results</th>
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<td><strong>Key Consideration:</strong> Anna briefly explained the results of the Program Review survey. The survey was done in order for the committee to get a general overall view of how faculty and staff observed the Program Review process. The survey went out to all faculty and staff via email and there were 91 responses. The survey will be sent out again to get more insight from faculty and staff. The responses will be reviewed by the committee.</td>
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<td><strong>Actions Taken (if any):</strong> none</td>
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<th>Item: Program Review 2011-12</th>
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<td><strong>Key Consideration:</strong> PBC responded to the PRC FPGPE (Formal Participatory Governance Process Evaluation). The answer was: “the items proposed by the Program Review committee will be included in the Formal Evaluation that the PBC conducts on the Planning Process for 2011-12 at its first meeting in March 2011.” Marilyn &amp; Anna talked about the &quot;Module of Annual Program Review &amp; Comprehensive Program Review with Proposed Timelines&quot; handout. The handout addresses next year’s (2011-12) planning committees. These targeted committees will be asked to submit no more than 3 questions for the Comprehensive Program Review for 2011-2012. Anna suggested that both co-chairs visit the committees and present questions from the district’s program review question bank for review. The PRC chairs would help guide the committees with their questions and selected questions would be brought back to the PRC for review and approval.</td>
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<td><strong>Actions Taken (if any):</strong> It was motioned by the committee to change the forms regarding attending the meetings and speaking with the committees. (M/S/P: D. Harrington; Second: L. Barajas).</td>
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Items from the floor: No items on the floor

Meeting Adjourned: The meeting was adjourned at 3:45pm (M/S/P: L. Barajas; Second: L. Hunter)