



Program Review and Planning (PRP) Committee

MINUTES - Monday, April 14, 2025

3:30– 5:00 PM

Zoom virtual meeting

Members Present:	Jessica Luedtke, Jacqueline Sabanos, Masahiro Omae, Jesus Rivas, Juan Salcedo, Maureen Rubalcaba, Marne Foster, David Anton, Leroy Williams, Pamela Kozminska, Debi King
Guests:	Michele Madrid Novak for Shakerra Carter
Not Present:	Neill Kovrig, Kelly Henwood, Sarah Boswell, Megan Leppert, Bryan Perrin
AGENDA	
1. Call to Order 3:42 PM	
2. Action Items	
2.1 Approval of Agenda	
CONCLUSION	Motion to approve by Debi, seconded by Maureen – agenda approved
2.2 Approval of 2/10/2025 PRP Meeting Minutes	
CONCLUSION	Motion to approve by Marne, seconded by Leroy – minutes approved
3. Information/Discussion Item(s)	
3.1 Approve Committee Roles and Discuss Membership	
INFORMATION /DISCUSSION	Committee members continued to work through the description, the functions, responsibilities and membership in preparation for the Governance Handbook page encompassing both the Program Review and Planning And Institutional Effectiveness Committees which are now combined into Program Review and Planning Committee – see PRPC Draft Governance Information as of 2 10 25.xlsx
3.2 Research Subcommittee Update	
INFORMATION	Committee meeting held 3/25 - Discussed results of PD survey – which was presented at the IEPI meeting the following Thursday
3.3 Accreditation Subcommittee	
INFORMATION	Meetings scheduled: Meeting 1: April 24 th Meeting 2: May 29 th
3.4 IEPI Visit 3 Retreat	
INFORMATION	Retreat is scheduled for Friday 5/16 at Chavez campus – reviewing the results of Mentimeter, Professional Development, and Research surveys to come up with strategies to meet our IEPI goals
4. Adjournment: Meeting adjourned at 5:10 PM	
Next Meeting: Monday, May 12, 2025 3:30-5:00 via Zoom	

Minutes submitted by: Debi King

Minutes approved:

By committee on 5/12/2025