



Program Review Committee

MINUTES for Monday, May 18, 2020

3:00 – 4:45 PM

Zoom virtual meeting

Members Present:	Marne Foster (co-chair), Jessica Luedtke (co-chair), Michelle Fischthal (VPI), John Bromma, David Holden, Desiree Payne, Jesus Rivas, Maureen Rubalcaba
Members not Present:	Tim Pawlak, Star Rivera-Lacey (VPSS), Jackie Sabanos (VPA), Leroy Williams
Recorder:	Debi King

AGENDA

1. Call to Order 3:33 PM

2. Action Items

2.1 Approval of Agenda

CONCLUSION	Motion to approve by Marne, seconded by David- Agenda approved
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2.2 Approval of April 17, 2020 Meeting Minutes

CONCLUSION	Motion to approve by Jesus, seconded by Desiree – Minutes approved
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3. Information/Discussion Item(s)

3.1 Results From PR Feedback Norming for Units and Report Template

DISCUSSION	Marne and Leroy normed BIT, Digital Media, Business, and ESL
ACTION ITEM	Remaining program/departments to be completed and sent out within a week prior to end of semester

3.2 Tracking Course Outline of Record Revisions

INFORMATION	<ul style="list-style-type: none"> Curriculum update will be embedded into PR template question (curriculum section) via to survey link Curriculum review is required per accreditation so link to short survey was determined best option
ACTION ITEM	Link to be embedded into curriculum question after survey is reviewed by Jesus, Marne, and Desiree

3.3 Fine-Tuning Changes to Review Templates

INFORMATION	No LMI review for Fall 2021 AIP
ACTION ITEM	Templates will be fine-tuned over the summer and presented at the 1st PRC in September

3.4 Committee Membership and Schedule

DISCUSSION	PRC meetings will continue to be on the 3 rd Monday of the month from 3:30 PM – 5:00 PM
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4. Adjournment: Meeting adjourned at 4:36 PM

Next Meeting: September 21, 2020 | 3:30 PM – 5:00 PM

Minutes submitted by: Debi King

Minutes approved:

By Committee on 9/21/2020