



## Program Review Committee

**MINUTES - Monday, May 22, 2023**

**3:00 – 4:30 PM**

**Zoom virtual meeting**

|                             |   |
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| <b>Members Present:</b>     | Jessica Luedtke (co-chair), Marne Foster (co-chair), Maureen Rubalcaba, Megan Leppert, Leroy Williams, Bryan Perrin, Minou Spradley |
| <b>Members not Present:</b> | Jackie Sabanos, Shakerra Carter, Jesus Rivas, John Bromma   |
| <b>Guests:</b>              | David Anton   |
| <b>Recorder:</b>            | Debi King   |

### AGENDA

#### 1. Call to Order 3:05 PM

#### 2. Action Items

##### 2.1 Approval of Agenda

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| <b>CONCLUSION</b> | Motion to approve by Foster seconded by Spradley – agenda approved |
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##### 2.2 Approval of April 24, 2023, Meeting Minutes

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| <b>CONCLUSION</b> | Motion to approve by Luedtke seconded by Rubalcaba – agenda approved |
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#### 3. Information/Discussion Item(s)

##### 3.1 Update on Dashboard Concept and 2023 Action Steps to Opening 2023/24 Program Review

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| <b>INFORMATION</b> | <ul style="list-style-type: none"> <li>Instructional and Administrative Review templates have been updated for 2023/24 PR</li> <li>Open and rolled-over from 2022/23 in Anthology</li> <li>Program Chairs are encouraged to get a head start for Fall</li> <li>PRIE is working on restructuring the data section for PR</li> <li>PR data is scheduled to be released by the 2<sup>nd</sup> or 3<sup>rd</sup> week of September</li> <li>Summery spreadsheet is also being prepared by PRIE</li> <li>No changes to the timeline are anticipated</li> </ul> |
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##### 3.2 Set PRC Meeting Calendar for 2023/2024 Academic Year

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| <b>DISCUSSION</b> | <p>Committee discussed and agreed:</p> <ul style="list-style-type: none"> <li>Meeting length will be 90 minutes – 3:00-4:30</li> <li>Three meetings in Fall, three meetings in Spring</li> <li>No meetings in December or January</li> <li>Meetings to remain virtual via Zoom</li> </ul> |
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#### 4. Adjournment: Meeting adjourned at 3:38 PM

**Next Meeting:** October 23, 2023

**Minutes submitted by:** Debi King

**Minutes approved:**

By Committee 9/21/2023