



Program Review Committee

MINUTES - Monday, September 25, 2023

3:00 – 4:30 PM

Zoom virtual meeting

Members Present:	Jackie Sabanos, Jessica Luedtke, Jesus Rivas, Lee Blackmore, Leroy Williams, Maureen Rubalcaba, Megan Leppert, Dr. Minou Spradley
Members not Present:	Shakerra Carter, John Bromma, Bryan Perrin, David Anton
Recorder:	Debi King

AGENDA

1. Call to Order 3:00 PM

2. Action Items

2.1 Approval of Agenda

CONCLUSION	Motion to approve by Leppert seconded by Rubalcaba – agenda approved
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2.2 Approval of May 22, 2023, Meeting Minutes

CONCLUSION	Motion to approve by Williams seconded by Spradley – May 22 nd 2023 minutes approved
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3. Information/Discussion Item(s)

3.1 Changes in Program Review Committee Chairs

INFORMATION	<ul style="list-style-type: none"> Jesus Rivas is now the Associate Dean of Research, Planning, and Innovation at PRIE Lee Blackmore is the SLO Coordinator as Marne Foster is on sabbatical this semester Stacy Surwilo will be taking over the SLO Task Force duties until Marne Foster returns in spring
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3.2 Introducing Lee Blackmore as PR Coordinator

INFORMATION	Committee welcomed Lee Blackmore as new SLO Coordinator for this semester
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3.3 Annual Integrated Planning Kick-off

INFORMATION	<p>Group reviewed schedule and information regarding AIP this year:</p> <ul style="list-style-type: none"> Kick-off email will go out this week to all program/dept writing teams Changes will make the AIP easier and more user-friendly Due to Accreditation work in PRIE, PR activities will be starting approx one week later than usual Deans will now have two weeks to review the PR's (previously one week) PR's will be due one week later than previous year – more time for programs/depts to complete Requests for Resources will now be managed by the ASO Group trainings for instructional departments will be provided every Friday 11:00 AM - 12:00 PM
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3.4 Program Review Data Section Restructure

INFORMATION	<ul style="list-style-type: none"> PR templates have been restructured with six sections (down from eleven previously): <ul style="list-style-type: none"> Access Retention & Success Completion & Transition Strategies to Enhance Student Access Strategies to Enhance Student Retention & Success Strategies to Enhance Student Completion & Transition Data dashboards are ready – PRIE to provide training/support: <ul style="list-style-type: none"> Program Review Dashboard (located in PR template in Anthology) Enrollment Management Dashboard Enrollment Management Trends Dashboard
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3.5 Program Review Extract Tool

INFORMATION	<p>Group reviewed the new PR extract tool developed by PRIE</p> <ul style="list-style-type: none"> Jesus demonstrated benefits, ease of use, and real-time examples PRIE is providing formal training, tutorials, and support
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4. Adjournment: Meeting adjourned at 3:48 PM

Next Meeting: October 23, 2023

Minutes submitted by: Debi King

Minutes approved:

By Committee on 2/26/2024