

<h1 style="margin: 0;">Program Review Committee Meeting Minutes</h1>	<p><b>Monday, February 4, 2019</b> <b>L-201</b> <b>Time – 3pm – 4:30pm</b></p>
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**Type of Meeting:** *Regular*

**Note Taker:** Stacey Adams

**Committee Members:**

Stacey Adams, Faculty Co-Chair  
 Dr. Meeta Goel, Co-Chair  
 Dr. Glenn Haller, Outcomes Committee Chair  
 Dr. Svetlana Deplazes, Research Analyst  
 Reina Burgos, Faculty Representative  
 Kathy Osburn, Faculty Representative  
 Richard Fleishman, Faculty Representative  
 Dr. Gary Heaton-Smith, Faculty Representative  
 VACANT, Classified Representative  
 Dr. Les Uhazy, Academic Affairs  
 LaDonna Trimble, Student Services

*Present: Meeta, Kathy, LaDonna, Les, Glenn, Gary, Svetlana, Stacey*

*Absent: Rich, Reina*

*Guests:*

Items	Person	Action
I. Opening Comments from the Co-Chairs	<i>Meeta / Stacey</i>	<b><u>Issues Discussed:</u></b>
II. Open Comments from the Public		<b><u>Issues Discussed:</u></b>
III. Approval of Meeting Minutes -12/3/18	<i>Stacey</i>	<b><u>Issues Discussed:</u></b> 12/3/18 minutes approved unanimously <b><u>Action Taken:</u></b>
IV. PR Template Revision	<i>Meeta</i>	<b><u>Issues Discussed:</u></b> Meeta explained the proposed new template, going through what is needed in each section. Much discussion ensued regarding connections to outcomes / action plans / past goals. <b><u>Action Taken:</u></b> <b><u>Follow Up Items:</u></b> Meeta will make the revisions discussed and send out for vote via e-mail. The committee will need to discuss the review process and peer review form at a future meeting.
V. Committee Goals	<i>Meeta / Stacey</i>	<b><u>Issues Discussed:</u></b> We reviewed the goals set in Fall 2018 and briefly discussed our progress. <b><u>Action Taken:</u></b> It was agreed that goal #2 Streamlining / simplifying Program Review report templates would be our focus goal for this semester. <b><u>Follow Up Items:</u></b> Stacey will communicate this to Van Rider / Academic Senate



VI. NEXT MEETING DATE:		<b>Future Meeting Dates:</b> <i>Fall 2018: 9/17/18, 10/1/18, 10/15/18, 11/5/18, 11/19/18, 12/3/18</i> <i>Spring 2019: <del>2/4/19</del>, 3/4/19, 3/18/19, 4/1/19, 4/15/19, 5/6/19, 5/20/19</i>
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