

Program Review Committee Meeting Agenda

Monday, May 5, 2025
MH-321

Time: 3pm – 4:30pm

Type of Meeting: *Regular*

Note Taker: Richie Neil Hao

Committee Members:

Dr. Richie Neil Hao, Faculty Co-Chair

Dr. Rebecca Farley, Co-Chair

Dr. Gary Heaton-Smith, Outcomes Committee Chair, A&H Division Representative

VACANT, Research Analyst/Tech

Dr. Alex Parisky, eLumen Data Steward

Cindy Vargas, Kinesiology & Athletics Division Representative

Reina Burgos, Counseling Division Representative

Samuel Padilla, Aerospace Industrial Arts & Applied Technologies Division Representative

Dr. Cynthia Lehman, S&BS Division Representative

Joshua Strong, MSE Division Representative

Annamarie Perez, Language & Comm Arts Division Representative

Jennifer Rock, HSS Division Representative

Linda Parker, Equity & Student Achievement Representative

Megan Owens, Faculty at Large Representative

Van Rider, Workforce Development & Community Engagement

VACANT, Student Services

VACANT, Classified Representative

Dr. Jedi Lobos, Academic Dean, Academic Affairs

VACANT, ASO Representative

Absent:

Guests:

Items	Person	Action
I. Action Item: Approval of the Agenda	<i>Richie</i>	<u>Issues Discussed:</u> <u>Action Taken:</u>
II. Opening Comments from the Co-Chairs	<i>Richie/ Rebecca</i>	<u>Issues Discussed:</u>
III. Open Comments from the Public		<u>Issues Discussed:</u>
IV. Action Item: Approval of Meeting Minutes (4/21/25)	<i>Richie</i>	<u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u>

V. Discussion Item: Fall 2025 Program Review Process & Training	Richie	<u>Issues Discussed:</u> <u>Follow Up Items:</u>
VI. Discussion Item: Course & Outcome Improvement Plans	Richie	<u>Issues Discussed:</u> <u>Follow Up Items:</u>
VII. Discussion & Action Item: Program Review Report Templates	Richie	<u>Issues Discussed:</u> <u>Action Taken:</u>
VIII. Discussion & Action Item: Meeting Dates		<u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u>
IX. Information Item: What's Ahead This Year		<u>FALL:</u> • Update and provide Program Review Training in Canvas • Review PR Handbook, update as necessary • Provide CIP instructions & training, due 9/30 • Division Reps will provide support in the Program Review process to their divisions. • Receive Program Review reports, due 11/15 • Define the peer review process, update forms as necessary <u>SPRING:</u> • Peer review norming session, train committee members, form peer review teams, begin working on Peer Review reports. • Complete Peer Reviews of Program Review reports, provide feedback to each program. • Consider changes needed to Program Review process, forms, committee, etc.
X. NEXT MEETING DATES:		Future Meeting Dates: (1 st & 3 rd Mondays 3pm – 4:30pm) <u>Fall 2024:</u> 8/19/24 (8/26 instead) 9/2/24 (No meeting, Labor Day) 9/16/24 10/7/24 10/21/24 11/4/24 11/18/24 12/2/24 (The Committee approved to cancel this meeting.) <u>Spring 2025:</u> 2/3/25

		2/17/25 (No meeting, President's Day) 3/3/25 3/17/25 4/7/25 4/21/25 5/5/25 5/19/25
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Program Review Committee Goals for 2024-2025

- 1) Establish and better define the connection between the Program Review and the Budget resource allocation and approval process.
- 2) Collaborate with the campus community to enhance communication, engagement, and implementation of the program review process in alignment with the college mission thereby fostering a culture of continuous self-reflection and dialogue.
- 3) Evaluate the Non-Instructional Program Review template based on feedback to better support operational areas.
- 4) Utilize the Program Review process evaluation data to make continuous improvements.