



ANTELOPE VALLEY COLLEGE
PROGRAM REVIEW COMMITTEE MEETING
March 28, 2016 Agenda
3:00 p.m. – 4:30 p.m.
Library 201

To conform to the open meeting act, the public may attend open sessions

1. Opening comments from the Program Review Committee Co-Chairs
2. Open comments from the public
3. Approval of March 14 minutes
4. Reports
5. Action Items
6. Discussion items
 - a. Peer review process
 - b. Update Program Review Procedures document
7. Other
8. Adjournment



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March 28, 2016 Minutes
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The meeting was called to order at 3:00pm.

Present: Stacey Adams, Reina Burgos, Dr. Meeta Goel, Dr. Glenn Haller, Ann Steinberg, Dr. Les Uhazy, and Carol Eastin

1. Opening comments from the Program Review Committee Co-Chairs – Meeta discussed the prioritization of 13 planning assumptions; the planning assumptions were provided by the EMP consultant and used to survey all college employees. Strategic Planning sub-committees will flesh out the goals of the six focus areas with the highest rankings. Ideally, the prioritization and committee work would have been done before the self-studies were written since programs are aligning their goals with the 2013 strategic goals. We always need to make sure curriculum is aligned with the labor market.
2. Open comments from the public - none
3. The minutes of March 14 were approved.
4. Reports
5. Action Items - none
6. Discussion items
 - a. Peer review process –“Peer-Review Guidelines and Procedures for the Comprehensive Report”, an excerpt from the Systematic Program Review Procedures document, was reviewed before discussion turned to the Peer Review Template and the Comprehensive Report Template. Minimum response expectations as well as response variations were discussed.
 - b. Update Program Review Procedures document – Revisions are still in progress and will be discussed at the next meeting.
7. Other
 - a. The programs conducting comprehensive reviews this year are:
Counseling and Matriculation
Job Placement
Language Arts and Academic Development

Outreach, Information and Welcome Center
Visual and Performing Arts

- b. No comprehensive reports have been submitted yet. Annual update reports from the other district programs are coming in at a faster pace now as have calls and emails from report writers.
 - c. The next meeting will be Monday, April 18.
8. The meeting was adjourned at 4:00pm.