



Program Review Committee Minutes
April 7, 2023 – 10:00 a.m.- 11:30 a.m. via Zoom

Quorum: 9

Members

Brian Anderson, Program Review Coordinator, co-chair-P
Dr. Cathrine Besancon, SLOA Coordinator, co-chair-P

Jeremy Clark, Academic Senate President-P
Lisa Villa, Curriculum Committee Chair-A
Lan Hao, Director of Institutional Research-P
Dana Hester, Interim Vice President of Academic Affairs-A
Richard Rams, Vice President of Student Services-P
Claudette Dain, Vice President, Finance & Administrative Services-P
Salima Allahbachayo, Academic Affairs rep. (Interim Dean of SBS)-A
Sean Osborn, TeC Services representative-P

Maryann Tolano-Leveque, Student Services rep. (Interim Dean of Counseling)-A
John Vaughan, Academic Support rep. (Dean of Visual & Performing Arts)-P
Eric Magallon, Institutional Support rep. (Enterprise Services Manager)-P
Dave Kary, faculty rep.-P
Elizabeth Cook, faculty rep.-P
Yueyi Huang, classified staff rep. (Research Analyst)-P
Lizbeth Munguia Renteria, ASCC Representatives-P

Guests: Christine Recendez and Sabrina Lopez

Agenda:

1. Minutes
The minutes were reviewed and approved.
2. SLOA Report
Dr. Besancon stated that she met with Ty Thomas to go over the SLOA question about getting a more meaningful engagement from faculty. Ty will get back to Catie with some language but a suggestion she had is a description of DEIA+ with a link, which we may want to include in all program review. Catie stated she has started attending division meetings and a suggestion that came up was to reword the success question to explain what type of success and that these success stories may be shared with the Program Review Committee or at Senate. She will work on the language and bring to a future meeting.
3. Academic Support Comprehensive Review Template
John Vaughan went over the Academic Support Comprehensive template and explained each section; one suggestion was to elaborate more on the budget planning section and how each area may be funded and explain from there. Another suggestion was to include “Anticipated Resources” to explain resources that may be needed in the future and can be requested in the *Annual Update*.

John proposed that we make the *Annual Update* due in the spring, which would mean the first year we do the *Annual Update* twice, which would help for more efficient vendor purchases. It was also suggested to make SLOAs due mid spring. The timeline topic was paused to proceed with the agenda but will most likely be discussed at the next meeting.
4. Institutional Support Comprehensive Review Template
Claudette Dain went over the Institutional Comprehensive template which is more of a word document that would most likely not be housed in Taskstream.

The committee discussed the possibility of moving away from Taskstream in the future as the contract with Taskstream is just year to year. It was noted that it is easier to keep track of for the instructional program reviews where there are 50+ programs but for the other areas it may make more sense to move away from Taskstream. We expect to continue this discussion between now and the next meeting.

5. Update on Instructional and Student Services Template

Brian and the committee briefly went over the Instructional template and Catie stated she and Ty would like to add a DEIA+ question asking if there is any support needed for that. Brian and the committee also went over the Student Services template and stated that in other discussions it was decided to not have resource requests in the comprehensive because resource requests are done every year but to relabel that section as a budget planning section.

Future meetings:

Spring 2023	March 3	April 7	May 5	June 2
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