



**Program Review Committee Minutes**  
**June 2, 2023 – 10:00 a.m.- 11:30 a.m. via Zoom**

Quorum: 9

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**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**, Vice President of Academic Affairs-P  
**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)-A  
**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-A

Guests: Dan Volonte, Christine Recendez

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**Agenda:**

**1. Minutes**

The minutes were reviewed and approved. Dan Volonte has accepted the position of Program Review Coordinator/Institutional Effectiveness Co-Chair for the 2023-2024 academic year. Welcome, Dan!

**2. Taskstream Meetings**

Brian, Dana and Claudette reported there are a few meetings ongoing to discuss alternatives to Taskstream. Dana and a small workgroup are meeting to discuss immediate planning needs as we move away from Taskstream. Claudette is also leading a series of meetings with a focus on a college-wide approach to program review. These groups will work parallel and also feed into each other. More information will be brought to this group as discussions progress.

**3. SLOA Report**

Catie reported, "Based on suggestions and comments from SLOA presentations I have made at several division meetings this semester, the following changes will be made to the form. Question 2 will be split into two questions to prevent confusion and additional explanation of what we are looking for will be added to Question 8 (which will become question 9)."

**4. Comprehensive Review Templates**

Brian acknowledged the creation of these templates have been an on-going project this year involving lots of discussion, read-throughs and edits. The committee reviewed the document one final time. The templates were approved with no further edits.

**Motion - Dana Hester, Second - Claudette Dain, Pass.**

**5. 2023-2024 Calendar**

No further edits were made to this item and this item was approved with the understanding that this item could be brought back in the fall if additional changes need to be made.

***Motion - Rick Rams, Second - Eric Magallon, Pass.***

**6. Purpose Statement**

A few edits were made to the responsibilities sections and it was noted that the ACCJC standard references alluded to in the document will need to be updated once the standards are approved over the summer. This document was approved with the understanding that it will return in the fall for the standards to be updated.

***Motion - Sean Osborne, Second - Elizabeth Cook, Pass.***

**7. Closing Comments for 2022-2023**

Brian shared with the committee how thrilled he is that they all successfully completed the tasks they had set to themselves this year. He thinks highly of all that serve on this committee and appreciates you. It has been an honor to work with all of you. He urged the committee to keep looking for things that can be improved as it could be easy to slide into a maintenance mode.

Dana thanked Brian for all of his hard work to streamline the process and acknowledged that this was done despite being one of the most difficult times in all of our lives. The committee unmuted and gave a round of applause to Brian.

**Future meetings:**

<b>Spring 2023</b>	<b>March 3</b>	<b>April 7</b>	<b>May 5</b>	<b>June 2</b>
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