



<h1 style="margin: 0;">Program Review Committee Meeting Minutes</h1>	<p><b>Monday, March 5, 2018</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  
 VACANT, Faculty Representative  
 Christy Simmons, Classified Representative  
 Dr. Les Uhazy, Academic Affairs  
 Ann Steinberg, Student Services

*Present: Stacey, Meeta, Glenn, Svetlana, Kathy, Richard, Reina, Ann*  
*Absent: Christy, Les,*  
*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 -12/4/18	<i>Stacey</i>	<b><u>Issues Discussed:</u></b> <b><u>Action Taken:</u></b> Approved
IV. PR Committee Membership	<i>Meeta / Stacey</i>	<b><u>Issues Discussed:</u></b> <b><u>Action Taken:</u></b> <b><u>Follow Up Items:</u></b> Tabled for further clarification from Diana Keelen
V. Alignment of program reviews, planning, and resource allocation	<i>Meeta</i>	<b><u>Issues Discussed:</u></b> We continue to recognize the need to strengthen the relationship between Action Plans, Program Review and resource allocation. <b><u>Action Taken:</u></b> <b><u>Follow Up Items:</u></b> Stacey & Glenn will be attending a meeting this Friday regarding the QFE & E-Lumen implementation that may shed some light on this topic. Meeta will talk to Diana regarding the Budget Request form and how we can check that budget requests are well-supported by Program Review.
VI. Adding to the program review data e.g. special populations	<i>Meeta</i>	<b><u>Issues Discussed:</u></b> The last tab on the data dashboards provides data for special populations such as foster youth, veterans, OSD, EOPS, Umoja, etc.

		<p><b><u>Action Taken:</u></b></p> <p><b><u>Follow Up Items:</u></b></p>
<p>VII. PR Comprehensive Report Reading Sign-up:</p> <ul style="list-style-type: none"> <li>-Career Technical Education</li> <li>-Extended Opportunity Programs &amp; Services (EOPS)</li> <li>-Health &amp; Safety Sciences</li> <li>-Social &amp; Behavioral Sciences</li> <li>-Student Retention &amp; Transition (STAR)</li> </ul>	<p><i>Stacey</i></p>	<p><b><u>Issues Discussed:</u></b> Each member of the committee will need to read and provide peer review of one comprehensive report. Everyone will e-mail Stacey their preference of which report they would prefer to read.</p> <p><b><u>Action Taken:</u></b></p> <p><b><u>Follow Up Items:</u></b></p>
<p>VIII. Peer Review Report Form</p>	<p><i>Stacey</i></p>	<p><b><u>Issues Discussed:</u></b> The existing peer review form is a bit wordy. Svetlana has seen other examples from other colleges that may be useful.</p> <p><b><u>Action Taken:</u></b></p> <p><b><u>Follow Up Items:</u></b> We will look at the Peer Review form again next meeting to finalize before using it to provide comments and feedback for the 2017-2018 report.</p>
<p>IX. NEXT MEETING DATE:</p>		<p><b><u>Future Meeting Dates:</u></b></p> <p><del>2/5, 3/5</del>, 3/19, 4/16, 5/7, 5/21</p>