

**Program Review Committee
Meeting Minutes
9:00 – 10:00 am June 5th, 2020**

	Members	Liaisons/Admin./Staff/Guests
X	Huda Aljord, World Languages	Bryn Glover
X	Jennifer Amaya, FPA	Wendy McKeen, STEM
	Aubrey Apodaca, Nursing	
X	Alicia Berber, Kinesiology	
X	Casandra Greene, Classified	
X	Monica Delgadillo, Counseling	
X	Rebecca Kessler, Cosmetology	
X	Ellen Kime, STEM	
X	Wendy McEwen, IE – Co-Chair	
	Regina Miller, A&R	
X	Cynthia Morrill, Eng & Media, Co-Chair	
X	Nicole Render, Nursing	
	Cassandra Spinks-Gilbert	

1. Call to order 9:02 a.m.
2. Approval of Agenda m/s/c Ellen Kime/Nicole Render – approved unanimously
3. Approval of Minutes (May 2020) – m/s/c - Nicole Render/Cynthia Morrill – approved unanimously
4. Old Business
 - a. GEMQ Checklist - GEMQ is responsible for assessment of the strategic planning prioritization process. The council created a checklist to help review the Vice Presidents’ plans prior to the prioritization meetings in Fall. A draft checklist was reviewed at GEMQ’s meeting last week. At the end of July/beginning of August VPs will submit plans to GEMQ. Wendy McEwen shared the draft checklist and asked for feedback.
5. New Business
 - a. Updated Nuventive Platform – the new platform will be included in the single sign on portal. Wendy McEwen gave a demo of the new system. Navigation won’t look different from our standpoint but there is some additional capability on the backend. The plan is to transition around July 15, 2020.
6. Council / Committee Updates (moved to the end for this meeting)
 - a. GEMQ – talked about their role in the program review prioritization process, Wendy developed a checklist to help with their review.
 - b. EPOC - discussed the re-opening committees for the district, CARES act funding and the plans to allocate that money.
 - o Wendy McKeen shared a draft from one committee looking at reopening student labs provided by Stacy Eldridge. The draft included stages of reopening, PPE, cleaning practices, training for employees, etc.

- c. Assessment - The Gen Ed assessments are postponed until Fall 2020, the committee approved the use of Microsoft Form surveys to collect SAO assessment information.
 - o Rebecca Kessler suggested that the SAO assessments be more closely connected with curriculum updates, if your SAO's are not assessed then you won't be able to update your curriculum. Wendy McEwen will bring this idea to the Assessment Committee.
- d. District Program Review Committee - various issues with Nuventive were discussed, Cynthia Morrill's co-chair position has ended, the co-chair next year will be Alexis Gray. The committee did not complete a revision of their mission statement to reflect the work they are doing; they will continue to work toward that in the coming year.

7. Public Comment/Announcements –

- o Ellen Kime and Monica Delgadillo are retiring, the committee thanks them for their participation and congratulates them.
- o Committee thanks Wendy McEwen for her leadership in the 2019-2020 year.

8. Adjourn 9:53 a.m.

Minutes submitted by B. Glover