

**Program Review Committee  
Meeting Minutes - DRAFT  
9:00 – 10:00am June 4, 2021**

	Members	Liaisons/Admin./Staff/Guests
	Huda Aljord, World Languages	Bryn Glover
	Jennifer Amaya, FPA	Brandon Owashi
	Alicia Berber, Kinesiology	
	Casandra Greene, Classified	
	Albert Jaramillo, Student	
X	Rebecca Kessler, Cosmetology	
X	Michael McCracken, Counseling	
X	Wendy McEwen, IE – Co-Chair	
X	Wendy McKeen, STEM	
	Regina Miller, A&R	
X	Cynthia Morrill, Eng & Media, Co-Chair	
X	Nicole Render, Nursing	

1. Call to order – 9:08 am
2. Approval of Agenda m/s/c – Wendy McKeen / Cynthia Morrill - approved
3. Approval of Minutes (May 2021) m/s/c - Wendy McKeen / Cynthia Morrill – approved
4. Old Business
  - a. Committee Structure – action plans for summer / early fall – Wendy McEwen shared the draft action plan with Dr. Di Memmo (Interim VPPD), Cynthia Morrill shared it with District Program Review. The document will be sent to GEMQ and PLT. The next step will be to share with Academic Senate President, Mark Sellick, and ask for help recruiting new members and an academic chair during fall.
    - o A revision was made to the document, “academic department” was revised to “co-curricular and administrative divisions” to be more inclusive.
  - b. Meeting schedule – the meeting in September will be used to orient new committee members and discuss additional recruitment needs. December’s meeting will be a planning meeting where the goals and objectives for the January (special project offered) retreat will be developed, March will have a 2 hour meeting to finalize program reviews, and April will be used as a wrap up meeting. Objectives for January meeting were discussed and clarified.
5. New Business – none to discuss
6. Council / Committee Updates
  - a. GEMQ – reviewed responses to the prioritization surveys, spent the majority of the meetings reviewing VP Plans. The committee plans to meet over the summer to review plans when they are better

developed and share feedback with the intent to release the program reviews to leadership councils on the first day of the fall semester.

- b. EPOC - the open forum was moved to the beginning of the meeting where discussion encompassed equity issues and how we can do better as an institution. They were unable to move through the agenda due to time constraints; during the next EPOC/ASC work group meeting the remainder of the agenda was addressed. They discussed the possibility that students and employees would be required to be vaccinated against COVID-19, and will increase vaccine clinics on campus if this is the case. Wendy McEwen shared the results of the Return to Campus survey from April.
- c. Assessment - focus over the summer will be scheduling SLOs for assessment, webpage clean up, developing a MS Teams site for the committee
- d. District Program Review Committee update – no meetings held this spring

7. Public Comment/Announcements

8. Adjourn – 10:04 am