

Program Review Committee

Meeting Minutes

December 2nd 2022

Attendance			
X	Huda Aljord, World Languages	X	Denise Kruiuzenga-Muro, English
	Jennifer Amaya, FPA	X	Michael McCracken, Counseling
	Alicia Berber, Kinesiology	X	Wendy McEwen, IE – Co-Chair
X	Mike Dahl, STEM	X	Tony Musumba, STEM
X	Stacie Eldridge, STEM, Physical Sciences	X	Pell, Diana
	Carol Farrar		Regina Miller, A&R
X	Rosa Frazier, FPA	X	Nicole Render, Nursing
X	Gabriel Gravina, ASRCC	X	Jo Scott-Coe, English
X	Brandie Greene, STEM, Life Sciences	X	Kathleen Sell, English
	Casandra Greene, Classified	X	Virginia White, STEM, Life Sciences; Co-Chair
X	Rebecca Kessler, Cosmetology	X	Bryn Glover (recorder)
X	Brian Kohl, Art		

1. Call to order – 9:04 am
2. Approval of Agenda m/s/c - Stacie Eldridge /Denise Kruiuzenga-Muro, approved
3. Approval of Minutes (September 2022) m/s/c Denise Kruiuzenga-Muro / Ginger White, approved
4. Old Business
 - a. Prioritization Process Feedback –
 - There have been questions about how to proceed if people want to move initiatives around after the first survey vote. Why do we reprioritize after the vote? How do we encourage people to attend the prioritization session so it's not a frantic push to make quorum?
 - GEMQ had a conversation about moving priorities around, the intent is that the vote is the first pass, and then we go from there. That piece needs to be better communicated.
 - Faculty Prioritization - how do we improve this process? Many who attend the faculty prioritization session do not know how it works. Faculty could help communicate how prioritization works with their peers if they know and understand the process. Kathleen Sell offered to put this on the agenda for DLC.
 - Questions surrounding how approved priorities are communicated. EPOC sends a letter to the President listing the priorities. The President's Leadership Team creates a response that is posted on the Strategic Planning webpage and an email is sent out college wide.

- Committees need to do a better job updating their membership and sending it to EPOC, so that the voting link goes out to the correct members.
- There are some items that are prioritized, but not funded because of budget allocation.
- It was suggested that it would be helpful if the Program Review Committee sent out a letter after the President's response explaining next steps moving into the next program review cycle.

5. New Business

- a. January 2023 workshop –January 20th 2023
 - i. Review last year's plan for upgrades / changes – Wendy McEwen shared the plan for the retreat, the committee supports the agenda. Faculty attending the retreat can contact Bryn Glover for SPR and timesheet if they haven't done it already.
 - ii. Ensure everyone attending has Nuventive access – there will be group breakout sessions during the retreat that will include Nuventive use.
 - iii. Sharing plan at Dec 8th DLC – Department Chairs are welcome to attend the retreat, we are giving Special Projects to faculty who attend with the intent that they help the DC complete the program review.
- b. Updated Nuventive Platform – December
 - i. We will have updated visual aids with updated reporting functions, interfaces and menus. There is improved alignment with our resource request process. The resource request form was updated based on this year's feedback and integrated into Nuventive so we don't have a separate form.
 - ii. Wendy will schedule drop in sessions for Nuventive support.

6. Council / Committee Updates

- a. GEMQ – revisiting the prioritization process and where we need to make changes, Institutional Effectiveness will update the annual report card and make it more readable. GEMQ will give feedback to help refresh the document for 2024.
- b. EPOC - Prioritization – Assessing prioritization process
- c. Assessment – meets today to score critical thinking GE SLO. Students have been invited to participate, part of the equity component is to include student voices.
- d. District Program Review Committee update – have not met

7. Public Comment/Announcements – none

8. Adjourn 9:50am