



Program Review Committee

MINUTES for Monday, February 22, 2021

3:30 4:00 – 5:00 PM

Zoom virtual meeting

Members Present:	Marne Foster (co-chair), Jessica Luedtke (co-chair), John Bromma, Lisa Cork, Michelle Fischthal (VPI), Desiree Payne, Bryan Perrin, Jesus Rivas, Star Rivera-Lacey (VPSS), Maureen Rubalcaba, Leroy Williams
Members not Present:	Jackie Sabanos (VPA), Megan Leppert
Guest(s):	
Recorder:	Debi King

AGENDA

1. Call to Order 4:00 PM

2. Action Items

2.1 Approval of Agenda

CONCLUSION	Motion to approve by Bryan, seconded by Marnie– Agenda approved
-------------------	---

2.2 Approval of January 25, 2021 Meeting Minutes

CONCLUSION	Motion to approve by Michelle, seconded by John – Minutes approved
-------------------	--

3. Information/Discussion Item(s)

3.1 Feedback to PR Writers Update

INFORMATION	<ul style="list-style-type: none"> • Kickoff starting now • Process has been reviewed at the Academic Senate meeting • Feedback meetings will have two leads in each meetings • Participants will select the meeting time that is best for their department
--------------------	---

3.2 PR Writers Feedback Survey

INFORMATION/ DISCUSSION	<p>Highlights of the of the Administrative units reviewed</p> <ul style="list-style-type: none"> • Eleven responses from 7 out of 9 departments • Respondents indicated some areas can be improved and should be encouraged: <ul style="list-style-type: none"> ○ work on collecting evidence to analyze department quality ○ the use of assessment measures ○ conversations about administrative unit outcomes and KPI's ○ use of evidence to analyze department quality • Members discussed ways to address these areas and the importance of PRIE providing support for Program Review writers regarding ways to start measuring their outcomes
--------------------------------	--

ACTION ITEM	Future agenda item to include further discussion regarding Program Review outcomes analysis by PRC
--------------------	--

4. Adjournment: Meeting adjourned at 5:00 PM

Next Meeting: March 15, 2021 | 3:30 PM – 5:00 PM

Minutes submitted by: Debi King

Minutes approved:

By Committee on March 15, 2021