

MINUTES – PROGRAM REVIEW COMMITTEE (PRC) FOR 2/11/2022-APPROVED

COMMITTEE CHARGE:

The Program Review Committee operates under the rules of the [Brown Act](#). This committee is charged with fulfilling the institution’s commitment to college-wide dialog on program review and other data for the purposes of recommending improvements to the College Council on student services, instructional programs and administrative support services as well as the processes for governance and identifying institutional improvement needs. It will disseminate information on its findings to the college community.

DATE	02/11/2022	LOCATION	ZOOM														
TIME	10:00 AM -12:00 PM	MEETING TYPE	Governance														
CO-CHAIRS	Katy Agnost and Jennifer Tejada	NOTE TAKER	Kisha Lee														
COMMITTEE MEMBERS PRESENT	Katy Agnost, Eileen Beil, Jean Chiar, Mike Darr, James Hoffmann, Lindsay Kong, Lan (Laura) Lo, Tatiana Pak, Bret Peppo, Lizette Ponthier, Carmina Quirarte, Glenn Scott, Jennifer Tejada, Cathy Walton-Woodson	RELATED DOCUMENTS															
COMMITTEE MEMBERS ABSENT	Vanessa Darling, Nikki Moultrie (ex-officio), Stephen Watkins	MEETING DATES	<table style="border: none;"> <tr> <td>SEPT 10</td> <td>FEB 11</td> </tr> <tr> <td>OCT 8</td> <td>MAR 11</td> </tr> <tr> <td>NOV 12</td> <td>MAR 25</td> </tr> <tr> <td>DEC 10</td> <td>APR 8***</td> </tr> <tr> <td>FEB 4***</td> <td>MAY 13</td> </tr> <tr> <td>*</td> <td></td> </tr> <tr> <td>***NEW TIME: 11AM – 1PM</td> <td></td> </tr> </table>	SEPT 10	FEB 11	OCT 8	MAR 11	NOV 12	MAR 25	DEC 10	APR 8***	FEB 4***	MAY 13	*		***NEW TIME: 11AM – 1PM	
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PRESENTERS & INVITED GUESTS	Percy Roper	RELATED DOCUMENTS															

	TOPI C	PRESENTER	TIME ALLOTTED		DESIRED OUTCOME
1.	Adoption of 02/11/22 Agenda	Co-Chairs/All	5 min	10:00-10:05	Motion: Approve agenda as presented. 1 st : Walton-Woodson 2 nd : Scott All in favor.
2.	Review and approval of 12/10/21 Minutes	Co-Chairs/All	5 min	10:05–10:10	Motion: Approve minutes as presented. 1 st : Peppo 2 nd : Scott All in favor.
3.	Public Comment	All	5 min	10:10 – 10:15	There were no public comments.
4.	Committee announcements/Updates	All	5 min	10:15-10:20	There were no committee announcements.
5.	Introductions	All	5 min	10:20-10:25	There were no introductions.
6.	College Council Report	Co-Chairs	5 min	10:25-10:30	Katy has given College Council the Program Review timeline for this year. She also let College Council know that any process and procedure recommendations will include the transition to eLumen.
7.	PR Ranking Timeline/due dates Finalize Sub Groups, and Request Categories	Co-Chairs, Nikki Moultrie	10 min	10:30-10:40	<ul style="list-style-type: none"> • PRC co-chairs sent resource requests to Todd Hampton (facilities, furniture and fixtures), Brandy Howard (website and marketing), Percy Roper (technology), and Rick Robison (professional development) to cross off any requests that their respective departments/areas will be handling. • PRC will work on identifying the best way to close the communication gap and notify writers/departments that their requests have been scraped. • Rankings are due to co-chairs on Friday, March 18th. • On March 25th, the PRC will discuss and vote on the rankings. • Folders for each subgroup will be created in

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					SharePoint.
8.	Initial Recommendations for transition from WEPR to eLumen	Process Improvement Group	30 min	10:40-11:10	<ul style="list-style-type: none"> • In Fall 2022, we will be transitioning from WEPR to eLumen. • A committee has been formed to offer recommendations for the transition to eLumen. Committee members are: Katy Agnost, Jean Chiar, Lindsay Kong, Nikki Moultrie, Tatiana Pak, and Jen Tejada. • The committee will present recommendations to the PRC and then to other governance bodies. • eLumen will only house narratives. Data and resource requests will be outside of eLumen. • Recommendations from rankers and writers are encouraged.
9.	Subgroup Work Time	All	50 min	11:10 – 12:00	Subgroups went into breakout rooms to start working on rankings.
	Adjourn				

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