**Program Review Committee**

**Tuesday, February 2, 2016**

**3:30 p.m. – 5:00 p.m. in Levinson 40**

**Meeting Notes**

1. **Today’s Note Taker**
   1. 2/22/2016

Thanks to Jennifer Johnson for providing the yummy meeting treat. Gorilla Bread is the best.

**Committee Members in attendance**: Anna Agenjo, Jessica Wojtysiak, Kim Nickell (co-chair), Kristin Rabe (co-chair), Mark Staller, Sue Vaughn, Diane Allen, Jennifer Johnson, Michael Carly, Laura Lorigo, Meg Stidham, Andrea Tumblin

**Committee Members absent:** Manny Mourtzanos (co-Chair), Bernadette Towns, Bernadette Martinez, SGA rep, Martiza Salgueiro-Carlisle, David Neville, Liz Rozell, Hal Mendoza

1. Review and approve agenda items. Items approved.
2. **Committee Charge/Goals for 2015-16**

Discussed having a training day in May – Professional Development workshop.

ACTION: Kristin will ask Todd if PDC has been engaged with President Christian to determine if there will be a professional development week – as there was in 2015. If so, we will pursue being part of that day.

Need to discuss updating forms when there is more of the committee available for the discussion. We had talked with Jennifer about having a CTE form so that those areas didn’t have to complete two separate forms. We will discuss at a later meeting. Tabled until later meeting.

EQUITY Piece: The committee agreed that Odella Johnson with Equity & Inclusion needs to provide insight on what we might be missing for the Equity piece of the AU. She will be contacted and asked to take a look at the document and provide insight on what we are to look for.

Committee Recruitment Discussion:

FCDC – Manny/and all who serve on FCDC should be encouraged to seek members for program review

CSEA – Kristin will contact Tina and do a call out for classified staff

CCA – Kim will talk to Steve Holmes about more faculty

New Faculty – Ask Manny to recruit from new faculty ranks

Discussion on the distribution of the future package of AU documents with forms. Thought for consideration is consolidating all forms on a thumb drive and dispersing that thumb drive to each dean for each area. The documents could then be e-mailed or saved on the thumb drive. Wish we could do a file share for each individual area but not feasible at this time. Need to finalize the curriculum list by March.

Other items tabled until Administrative Co-Chair could be present.

**NEXT MEETING 2/16/2016 (Cancelled)**

**Next Meeting 3/1/2016 3:30-5pm Levinson 40**