**Program Review Committee**

 **Tuesday, March 15, 2016**

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

**Meeting Notes**

1. **Today’s Note Taker – Anna Agenjo**

**Committee Members in attendance**: Anna Agenjo, Kim Nickell (co-chair), Kristin Rabe (co-chair), Mark Staller, Sue Vaughn, Diane Allen, Andrea Tumblin, Mark Osea, Bernadette Towns

**Committee Members absent:** Manny Mourtzanos (co-Chair), Bernadette Towns, Laura Lorigo, Hal Mendoza, Meg Stidham (I’m not sure who else is on this committee)

1. Review and approve agenda items. Items approved.
2. **Training day** in May discussed. There may be some resistance to including PRC in the professional development week in May since the sessions are being driven by Pathways. Sue argued that there is a direct interrelationship between PRC training and the pathways. The co-chairs will advocate with Lesley to be included this year. If the answer is “no,” we will consider a training session for flex week**.**
3. **Flash drives** will be distributed to each unit completing a program review. The drive will contain all the forms that each unit should complete. Also, to minimize the workload for Kristin, the drives will be distributed with the correct naming conventions. It was decided that the drive would be given to the chairs of each department.
4. **eLumen update**: There is still some trepidation about the product. The module for assessment will be purchased, but the jury is still out on Curriculum and Program Review. The decision rests at the District.
5. **Handbook**: Kristin will send the link to the PRC handbook to committee members so “fresh eyes” can take a look and give a new perspective. All feedback should be given to Kristin.
6. **Equity**: There is still concern about this portion of the program review. Odella needs to give the committee some guidance about the information needed in this portion. “What do we need to find out and how do we ask the question to illicit that information?” The Office of Equity will be contacted.

Meeting adjourned at 4:08 p.m.

**NEXT MEETING April 5, 2016**