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**Program Review**

February 27, 2018

L149

Minutes

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|  | Chairs: Emmanuel (Manny) Mourtzanos, Dean of Instruction, Fine & Performing Arts, Admin Co-Chair; Kimberly Nickell, ACDV, Faculty Co-Chair; Kristin Rabe, Media Services, Classified Co-ChairMembers:FacultyMindy Wilmot, Library; Anna Poetker, Philosophy; Brenda Nyagwachi, FACE; Andrea Tumblin, Mathematics; Heather Baltis, Agriculture; David Neville, Foreign Language; Brent Burton, Fire Technology/EMS; Gupreet Singh, Philosophy; Lillian Pimentel-Stratton, FACE; Neeley Hatridge, Communication; Hibba Ashraf, Biology; Nicole Hernandez, Nursing; Savanna Andrasian, English; Jennifer Johnson, Nursing (Curriculum Liason); Diane Allen, Counseling; Vayron Martinez, Health & PE Administrators:Sue Vaughn, Enrollment Services;Classified Meg Stidham, CSEA designeeAntonio Alfaro, CTE **Present:** **Absent:** |  |
| 1. | Review Calendar & NotetakersNotetaker:  |  |
| 2. | Approval of Minutes-January 30  |  |
| 3. | Update on eLumen - Annual Update-eLumenKristin went through what she had created for Program Review for eLumen. Through initiatives, the template for Instructional Programs AU has been created and includes the Mission Statement, Goals, Best Practices as well as other elements. Suggestions:* Links to trend data within the question
* Downloadable documents
* Abstract at the beginning instead of Conclusion/Snapshot could be thesis- a focused narrative (Neeley)

Problems:* Hard to change/edit once created, even in test phase. The area/question needs to be disabled then copied into another version
* May not be ready for all elements of the Program Review in eLumen as there are no separate Excel spreadsheet for the Resource Request…position and other do not exist through eLumen
* Problems with building a workflow
* How do we train our end-users
* Overriding of work that is done by different end-users as programs complete their Program Reviews
* It’s unclear how to do reporting out

Questions within Resource request, analysis, and justification areas are combined.ConclusionAssessment forms-eLumenKristin and Kim met with Assessment in creating the questions for the Assessment piece. The questions are mainly focused on Instructional units. The assessment questions will need to be reworked to be relevant for Admin and Student Affairs units.  |  |
| 4. | Strategic Directions Report Due April 2ndWe are closing the Strategic Directions Report for the 2015-18 cycle. Kim will update the report with a new tab to reflect Spring 2018. At this point, we will report out what if the initiatives that were assigned to us were completed. |  |
| 5. | Strategic Initiatives for 2018-21 cycle-We have until March 1 to submit initiatives. Kristin and Kim have submitted a few initiatives after the January Strategic Directions workshop via the Strategic Directions survey. |  |
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