**Program Review Committee**

**Tuesday, November 4, 2014**

**3:30 p.m. – 5:00 p.m. in Library 149**

**Agenda**

1. **Today’s Note Taker--**
   1. 9.9.14—Kim Nickell
   2. 9.23.14—Michelle Michele Bresso
   3. 10.7.14—cancelled due to water issue
   4. 10.21.14—Kristin Rabe
   5. 11.4.14—
2. **Review and Approve 9/9, 9/23, 10/21 Meeting Minutes** <https://committees.kccd.edu/bc/committee/programreview>
3. **This is what we wrote last year. What common themes did you discover as you read reviews this year?**

“While individual Annual Updates provide insightful information specific to that program, a synthesis of all programs seeks to identify common themes and issues that tend to appear among several programs, as well as to identify outliers who deviate from shared tendencies among other programs. For the 2013 reporting year, the Program Review Committee identified the following emergent themes. Please note that these themes do not necessarily reflect shared experiences among all programs, but certainly emerged as common themes among multiple units.

* 1. Aging infrastructure
  2. Student demographics (increase in enrollment; increase in Hispanic students served; decrease in enrollment among African American students)
  3. Lack of understanding of how to use and incorporate data into the Annual Update. Also, are programs getting the data they need?
  4. Technology disparity in facilities
  5. Classroom utilization issues
  6. Increase in number of faculty and classified position requests”

**Sustainability**

We recognize our responsibility for continuing and maintaining this institution which has been shaped by over 100 years of resolute and tenacious labor and judicious foresight, so we unceasingly place our energies into imagining how we might sustain and renew our fiscal, human, and environmental resources into the future.

**Spring meetings: January 27, February 10 & 24, March 10 & 24, April 14 & 28**

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| Sept. 29 |  | PRs due to Program Review Committee (PRC) from Administrators |
| Sept. 29 – Oct. 17 |  | PRC reviews PRs—busy times |
| Oct. 7 | no | PRC meets |
| Oct. 10 (NEW) |  | FCDC votes on Allocation Requests |
| Oct. 20 |  | PR Summaries due to PRC Co-Chairs (internal committee review) |
| Oct. 21 |  | PRC meets |
| Oct. 27 |  | PRC feedback due to Chairs/Deans |
| Oct.29-- |  | Survey of program review process |
| Nov. 4 |  | PRC meets |
| Nov. 21 |  | PRC submits written PR summary to President and College Council |
| Nov. 25 |  | PRC meets |
| Dec. 5 |  | PRC presents Program Review Analysis to College Council |
| *Dec. 9* |  | *PRC meets—as needed* |