**Program Review Committee**

**Meeting September 5, 2023**

**Attendees**

In person: Kim Nickell, Kristin Rabe, Steven Waller, Kim Arbolante, Laura Luiz, Andrea Bridges, Amando Thumblin, Jean Secura, Scott Dameron, Cristal Rios,

**Welcome**

* Introductions from in the room and the zoom attendees. Hoping for mare program participants after the Academic Senate approval process.

**Information Sharing – Data Update**: Sooyen Kim provided information on the process of Data collection and who has access. All inquiries can be forwarded to the office of institutional effectiveness

**Committee Chair shared documents**

Presentation of guidelines for dialog – committee expectations, best practices. Review of best practice : framing meetings as discussions.

Review of committee charge – changes to wording to clarify the

* PRC reports: “Closing the loop”

**Picture for website**

Please wear red the first meeting in October

**Training and information**

Please review the website and Canvas for training materials and how to instructions

Website – Meeting agenda last minutes are posted and Google drive resources.

What is the process? “It is all about closing the loop and all leads to budgeting – resource requirements. Faculty, Staff and Equipment

BC promotes Program review for all departments instructional and non-instructional which is not the norm

Comprehensive review looks 3 years past and 3 years ahead.

**Next Meeting**: we will look over the new standards next meeting.

**Compliment –** Thank you! Pooled faculty request was timely allowing for hiring committees to be developed improving the timeline for hiring.

Meeting called by Kim Nickel 4:45pm