

Program Review Committee Meeting Minutes
(A213)
May 19, 2016
3:15pm – 4:15pm

Present: Judith Bell, Linda Meyer, Michael Berke, Eugenia Del Rosario, Jessica Breheny, Dorothy Pucay, Isai Ulate, Joe Lugo, Joyce Lui (ex-officio)

Absent: Duncan Graham, Amber McCall (on leave until S17), Scott Miller,

1. Agenda for meeting approved
2. Discussion/Action
 - i. Sean Abel spoke to the committee about migrating the Program Review forms to Curricunet.
 1. He showed us the Program Review module that has been set up so far.
 - a. All the forms, including the budget template, have been given to the team at Curricunet.
 2. There was discussion about what the form would/should look like.
 3. Sean told the committee that we are one of the first colleges to adopt the Program Review module, so we can help develop it.
 4. He showed us an example of a Program Review form from College of the Siskiyous.
 - a. Committee members were asked to make comments and suggestions regarding the form and give them to Sean at the end of the meeting.
 - b. Sean will work with the Curricunet team to incorporate these comments and suggestions
 - ii. Judith asked for volunteers to work over the summer to develop a checklist for writing and validating the PR forms.
 1. The following members indicated that they would be available:
 - a. Joe Lugo
 - b. Gina Del Rosario
 - c. Michael Berke
 - d. Judith Bell
 - e. Joyce Lui (ex officio)
3. Next meeting – Sept. 1, 3:15 – 4:45, TBD