



MINUTES

PROGRAM REVIEW COMMITTEE

DATE: December 10, 2014

TIME: 3:00-4:30 pm

PLACE: Room 507

Present: Rene Kilmer, Rajinder Samra, Michelle Zapata

1. **New program initiation process**

What about these things that aren't programs?

The originator needs to take credit and there needs to be a planning, documentation, and shared governance process.

There should be a form for determining cost.

New initiatives process? (call it "initiatives" instead of programs).

Maybe something that doesn't come out of a program review would be an initiative.

Process could be: it comes to program review, it goes through IPC and allocation committees, and then to college council and don't vote until the next meeting. Or maybe you get the report two weeks before and then vote at the meeting. It could be modeled after hiring prioritization and allocation.

Maybe affected areas have chance to endorse the initiative?

Could be decided by consensus. Could be yes, no, not sure.

Work with Natasha and Jeff to find out what would be needed.

Not too many narrative questions, short answers.

Could be broken down into budget areas.

Also hours for types of workers.

2. **Future Program Review process**

It would be better not to stagger

How do we prioritize need?

College of the Canyons Model: Online Program Review

Administrators do the prioritizing

Need to make the language for allocation forms.

Feedback from accreditation.

Closing the loop—can we get feedback from the committees.

Timeline: it's confusing whether the need is for now or for next year.

One possible model:

Self reflection

Planning—for this year and maybe next year

Allocation—numbers

Timeline—how do we get the PR done at the right time.

We should discuss

3. College Council

Spring 2014 PR Committee Meetings (2nd and 4th Wednesdays, 3-4:30, Room 507)

January 28

February 11

February 25

March 11

March 25

April 8

April 22

May 6

May 20