Program Review |AGENDA

September 9, 2020| 3:00 PM | ZOOM

Committee Mission: The Program Review Committee promotes an effective and meaningful process with clear links to institutional planning and resource allocation.

Agenda Item

1. Call to Order

2. Review and Approval of Agenda

3. Review and Approval of Minutes

4. Old Business
- Program Review Information Sessions
  - 9/30, 2:30 – 4 (Bhairav, Lucas, Kimberly – Ann (SLO)
  - 10/21, 1:30 – 2:30 (Irena, Kimberly, Marsha – Ann (SLO)

5. New Business
- Review updated Division summary form

There was robust discussion on how to capture and then make recommendations for priorities. Some suggestions included:

Start the summary form with accomplishments before heading into challenges.

Divide the themes that arise into 3 categories (mentioned by several programs, identified for only a few programs, could be handled now)

We could perhaps put an asterisk next to items that can be completed in the short-term (immediately) or without many resources required

The group then came up with more streamlined ideas
- Priorities (Urgent needs)
- Quick fix (Can be done now or soon; may take little/no extra resources)
- Interim (more work to be done)
- Structural process (longer-term work to be done to "resolve")
- Universal need vs. Program need
- Quick Fix vs. Structural process (research and investigation required)
- Brainstorm of other words/terms that mean urgent and avoids the term "prioritize" and short/long term.

- Equity – tabled until October meeting

6. **Action Items**
   - Check in with Rajinder about the data packets
   - Dean Meetings - 1st of the month (Nadiyah plans to attend this meeting; will reach out to Carolyn).

7. **Adjournment**

8. **Next Regular Meetings:**
   - 9/23 - canceled
   - 10/14, 10/28 – prepare for program review reading
   - 11/11
   - 12/9
   - 1/27
   - 2/10, 2/24
   - 3/10, 3/24
   - 4/14, 4/28
   - 5/12