# Program Review Committee Minutes

## LPC Mission Statement

Las Positas College is an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting lifelong learning.

## LPC Planning Priorities

❖ Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.

❖ Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across the campus.

## Committee Name          Quorum:

**Non-Voting Members:**
- Karin Spirn (Chair)

**Voting Members:**
- Kai Blaisdell (STEM)
- Jared Howard (SS)
- Irina Keller (BSSL)
- Amy Mattern (VP Proxy)
- Stuart McElderry (Dean BSSL)
- Andreas Preponis (A&H)

## Agenda Item

In attendance: Blaisdell, Howard, Keller, McElderry, Preponis, Spirn

- **Call to Order**

- **Review and Approval of Agenda**

Motion: McElderry, Second: Blaisdell.
Unanimous approval

- **Review and Approval of Minutes**
  - August 28 minutes
  - Motion: Blaisdell, Second: McElderry.
  - Unanimous approval

- **Action Items**

- **Old Business**
  - Review the Fall 2024 template and reading process
  - While reviewing, Ideas emerged for next year's template, including:
    - What should Student Services programs do for the IR data section? Is there some way we can provide more strongly for them?
    - Perhaps some student services areas could post their non-IR data on the IR or PR website. Karin will talk to IR office about possibilities.
    - For next year, we should make the language less IR-centric on that question.
    - We can start encouraging people to send any other data sets that we could post with their PR—this would need a standardized name so we could search it easily.
    - Program set standard: for next year, further clarify that there is NO punishment for not meeting the standard; is FINE if you didn't meet it!
  - Questions for this year:
    - Not clear how programs should turn in completed PRs. Email the dean and chair when it's done—but do programs send a pdf. This year they can do either.
    - Do we lock the templates at any point? Yes, after the revision date is over.
    - Are there better ways to do the submission process for next year? This way seems a bit confusing.

- **New Business**
  - Review Flex Day Proposal
    - Karin has submitted the proposal for a session with Kai, David Rodriguez, and John Rosen supporting.
    - Karin presented concepts from Hannah Lawler's presentation on equity-based data analysis, which she will share at the flex session.

- **Updates**
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- **Adjournment**

- **Next Regular Meeting:** October 9
  The committee decided this meeting was not needed. The next meeting will be October 23 to prepare for the reading process.

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Upcoming meetings: October 9 (cancelled), October 23, November 13, December 11