Program Review Committee Agenda

Agenda Item

1. **Call to Order**

Present: Amy Mattern, Andreas Preponis, Karin Spirn, Michelle Simotas, Tyson Tieu, Michelle Zapata

2. **Review and Approval of Agenda**

    M: Michelle Z.

    S: Andreas

    Unanimous approval

3. **Review and Approval of Minutes**

- **11/12/2025 Minutes (N/A)**

- **Next meeting we will review 9/24 and 2/11 minutes**

4. **Business**

- **Reflect on the reading and summarizing process**

  o **Delays and confusions–how can this be helped next semester**

  o **People hadn't entered notes ahead of time**

  o **Make a deadline: Friday of first week of Spring**

  o **Send a reminder email with the directions again at beginning of Spring semester and offer of meeting with me**

  o **Publicize having part-time faculty on the committee**

  o **Karin will check in to make sure everyone has entered the notes**

- **LPCSG Representative presentation**

  o **[LPCSG Tyson Tieu Program Review Presentation](#)**

  o **Tyson gave an outstanding presentation (posted as addendum) showing his reflections after reading the Music, Honors, Biology, and Movement API Program Reviews and the PATH Division Summary**

- **Discuss themes in PRs**

  o **What came up so far?**

  o **See list below**

  o **Can we review this again next meeting due to delays?**

- **Program Review Spotlights**

  o **A&H: TBD**

- o **BSSL: Ethnic Studies and Early Care and Education**

- o **PATH: Drone Technology, Welding Technology**

- o **STEM: TBD**

- o **ES: Financial Aid, Admissions and Records**

- o **Counseling and Student Support: TBD**

- o **Special Programs and Student Success: TBD**

- o **How do we want to showcase these? Video, town meeting, newsletter, flex session? We would like to create a short video that could be posted on PR website, sent out by email and shared at town meeting. Who can this video? Karin will ask Jerry, Chip, Josue, Tyson, John Gomez, Irena, ambassadors.**

- o **Include quick info about the purpose of Program Review in the video**

- **Review previous comprehensive Program Reviews**

  - o **Accomplishments, Challenges, Plans**

  - o **Data review (RPIE, Program-Set Standard, and other)**

  - o **SLOs/SAOs**

  - o **Equity reflections**

  - o **Other: connection to college mission and planning documents**

  - o **Karin will check with Accreditation Steering Committee, IPEC, Academic Senate, CTE, any others?**

  - o **We will tell them we want to make sure we cover all COMPLIANCE-RELATED need.**

  - o **1.BLANK Program Review Template 2024-2025.docx**

  - o **Karin will review the suggestions for improvement to discuss for next meeting**

PROGRAM REVIEW THEMES

Accomplishment

- o **Enrollment growth, programs are filled to capacity**

- o **Cool community-connected programming and outreach**

- o **Collaborations with K12, industry, community partners**

- o **New courses, certificates, degrees, pathways**

- o **New and improved campus spaces**

- o **Students stepping up and creating new initiatives**

Challenges

- **Funding challenges**

- **Need more staffing**
- **SLOs are not getting done–confusion re: switch of platform**
- **Part-time faculty to meet and collaborate**
- **Artificial Intelligence: How to deal with academic dishonesty, needing more guidance to direct students on ethical use, how to build it into our curriculum**
- **Ongoing space and facilities needs–some interim solutions needed for buildings that are in process**
- **Fraudulent enrollments**

5.   Adjournment

6.   **Next Regular Meeting: February 25, March 11, March 25, April 8, April 22, May 13**

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Upcoming meetings: February 25, March 11, March 25, April 8, April 22, May 13