



Program Review Committee Agenda

September 24, 2025 | 3-4:30pm | Room 21247

Agenda Item

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:

Voting Members:

9/24/25

Room 21247

1. Call to Order

Present: Michelle Z, Michelle S, Amy M, Andreas, Karin

2. Review and Approval of Agenda

Moved: Andreas

Seconded: Michelle Z.

Approval: Unanimous

3. Review and Approval of Minutes

• 5/14/2025 Minutes

• 8/27/2025 Minutes

Moved: Amy M.

Seconded: Andreas

Approval: Unanimous

4. Business

• Review the Fall 2025 template and reading process

○ We will be short of readers with only 4 non-deans on the committee

○ We will try to get volunteer readers

○ We can offer professional responsibility hours, but with only one non-dean reader this may be an issue.

○ We think they should be invited to read! They have to read in their own division.

○ Karin should find out how many people are on the SLO committee.

• Discuss the Fall 2025 reading plan

○ Updates made to website

▪ Add a link to the templates under "tools for writers"

▪ Division summary templates need updating

- We do like the detailed “fixes” lists at the end
- Reminders of what they need cover—add a process for the division
- Meeting with the deans should help streamline the division summary process
- **Flex Day Proposal Submitted**
 - Working session—write to David to make sure it doesn’t conflict with the Ad Astra and SLO sessions
- **College Planning Priorities**
 - From the Wellness Planning Priority Strategies: • Provide opportunities for connections, accomplishment sharing, and engagement in wellness practices
 - Can we create a visual report?
 - How can we get pictures? We could ask the programs
 - In the Division Summary meetings, we could nominate two accomplishments you never hear about—Program Review Spotlight—make sure to clarify that these are things that aren’t widely known.
 - Add this spotlight to the division summary template
 - March or April town meeting?
 - Journalism? Chip and marketing team? Student assistants to make presentations.
 - Debrief after Division summaries to create a list of themes to post on website and email to campus.
- **Fall meeting schedule**
 - Do we need an October 8 meeting?
 - No! We feel very ready for the reading process and may not need any meetings in October. Karin will try to attend an SLO meeting to review the process with them.

5. **Adjournment**

6. **Next Regular Meeting: October 8**

Upcoming meetings: October 8, October 22, November 12, December 10