Program Review Committee (PRC) Meeting
April 23, 2012, 3:30, MUB-39

PRC Members in Attendance: Loren Bell, Tom Blair, Malinda Pauly, Michele Jacques, Joanne Low, Francine Podenski, Phyllis McGuire
Resource People: Pam Mery, Tom Boegel, Fred Chavaria, Karen Saginor

1. No minutes were reviewed.

2. Discussion of SLO Development
   - SLO ad hoc committee has three goals
     o coordinate SLO assessment work
     o promote college-wide dialogue on SLO’s
     o document SLO work more visibly
   - some discussion of SLO’s on the EFF list serve
   - Karen S attended AS SLO workshop: learned of general ed LO’s (GEO) which are mapped from SLO’s and linked throughout an institution; and institutional LO’s (ILO)
   - Karen S, Pam M and Tom Boegel attended SLO ad hoc committee meeting
     o suggestions for PR template form, question 4: change ‘improvement’ to ‘improving’, remove last two add-on questions to simplify, purpose is review SLO process/not assess SLO progress, AS will review/approve these changes
     o Tom will coordinate between ad hoc committee and PRC
     o original SLO Task Force still exists and will resume meetings in the near future
     o SLO Task Force will communicate with school Dean’s for updates on units’ process
     o WASC is looking to Deans to keep the topic on the agenda with units

3. Comments on PR template
   - question 3 referred to Excel spreadsheet with multiple tabs at bottom—not easily accessed by all, updates were missing in previous PR
   - must decide whether units should/and how to update 6-year plans for course review (useful to motivate and organize dept updates)
   - could add checklist for all documents and tasks required to submit PR
   - school Dean’s could begin meetings to prepare units this summer
   - remove or change current ‘Bonus Question’ related to textbook affordability, consider WASC report for different bonus question (perhaps related to collaboration)

4. PR Presentation to CPBC
   - on agenda but not presented to CPBC April 17, will present Status Report May 1
   - ‘Program Review Committee (PRC), Status Report on Resource-Related Outcomes for FY 2011-2012 (April 9, 2012-DRAFT): minor edits made for clarification/documentation of classified staffing and hiring, and updates/detail to activities ‘In Progress’

5. WASC Suggestions for Linking PR and CPBC
   - refer to ‘Sustainable, Continuous, Quality Improvement’ in Rubric for Evaluating Institutional Effectiveness (from Accreditation Commission)
   - have specific directive to link PR to CPBC (reviewed discussion from last PRC)
• once college receives letter from WASC, PR will need to communicate to units that PR may be used as criteria for making cuts
• units will need to communicate their plans for cutting costs and how they're coping
• Joanne Low sent out previous Deans’ summaries to them, is waiting for response and updates, hope to present results to CPBC May 1

6. Feedback on Program Discontinuance Procedures
• no feedback yet from other interested parties
• do we need formal process for defunding? formal process for merging units?
• request from Academic Senate to define defunding, clear language stating what discontinuance covers and what it does not cover

The next meeting of the PRC May 14, 2012 at 3:30-5:00 pm, MUB 39.

submitted by MP; approved by the PRC May 14, 2012.