Program Review Committee (PRC) Meeting  
November 22, 2010, 3:30, C339

PRC Members in Attendance:  Loren Bell, Tom Blair, Monika Liu, Malinda Pauly, Alice Murillo, Elizabeth Weinberg  
Resource People:  Tom Boegel  
Guests: Karen Saginor, Fred Chavaria

1. Approved minutes from October 25, 2010 meeting.

2. Program Elimination/Modification Process  
   - from the "Guidelines for Evaluating Institutions", it is important to make sure existing students can complete the program.  
   - in past, economics and/or low enrollment has been the major factor for deciding which programs to cancel, ie. Watchmaking.  
   - currently, a program is reviewed relative to itself, a program may need outside advisory group to judge/evaluate relative to outside standard.  
   - PRC still must validate process, process the information, and pass it on to appropriate committee/group  
   - terms "Elimination/Modification" not appropriate/liked  
   - PR and the college needs procedure for supporting change/improvement in departments that need extra review/have challenges , (support in the form of money, guidance from another program...)  
   - An improvement plan could be part of PR, and plan implementation reviewed the following year.  
   - We must look at the scope of PRC responsibilities/duties and make sure this is included- -consider the PR Process document at the next meeting.

3. Subcommittee recruitment  
   - Karen S will post in City Currents beginning of spring  
   - college must make it clear to non-tenured faculty that commitment to college in long term is expected--Tom Bo. will bring up at DCC

4. Other College processes that should use data gathered in Program Review  
   - PBC, FPAC, Instructional Block Grant, Facilities Review, VRC, Accreditation

5. Ideas for the process of resource allocation  
   - Fred C/Tom Bl/Loren B: if there is no connection between PR and resource allocation, it serves no purpose; we should understand the number of courses actually offered, not just FTES.  
   - PRC needs a simpler, more direct presentation to PBC to be helpful  
   - To gather this info, need to ask program chairs to include ranked "urgent" list for their programs for top 2-3 items.  
   - Funding items for each school and then for college could be reviewed/ranked by criteria directly related to student achievement/strategic plan  
   - Must get approval from DCC first, programs must feel there is reason to do a PR to make useful effort.  
   - We must not duplicate work done by PBC.

The next meeting of the PRC is scheduled for December 13, 2010 at 3:30-5:00 pm, MUB-39.
submitted by MP