



AGENDA

Wednesday, November 14, 2018

12:30pm

VPSS

***BCC Strategic
Priorities:***

1. *Educational Success*
2. *Marketing and Outreach*
3. *Fiscal Health*
4. *Safety for All*
5. *Campus Culture*
6. *Evidence Based Decision Making*
7. *Diverse and Excellent*

1. Approve Agenda
2. Approve: Minutes 8.28.18
3. PRC Effectiveness Survey Results
4. Program Review Discussion



Program Review Committee (PRC)

Minutes- Program Review Committee Meeting

Wednesday

November 14, 2018

VPSS Conference Room

The meeting was called to order at 12:30pm with the following members in attendance: April Yanez, Christina Calderon, Joann Garcia, Karen Kane, Kim Young, Tim Botengen, Beverly Ranney, Andrew Rehfeld, Beverly Ranney, Jessica Tainatongo, Gustavo Bento, and Missy Cunningham.

1. Agenda: The agenda was approved with a motion from April Yanez and a second from Jessica Tainatongo.
2. Minutes from 8.28.18: The minutes were approved with a motion by Joann Garcia and a second by April Yanez.
3. PRC Effectiveness Survey: The committee reviewed the results that were sent out from the effectiveness survey that was sent out for completion from committee member in the spring. In reviewing the results the committee discussed revisiting our meeting schedules to ensure that all committee members could participate. There was also discussion about having regular monthly meetings going forward in the spring so that committee members could anticipate regular meetings on a fixed schedule. The committee also brought up the importance of going over the committee purpose at the beginning of the year and focusing on training for new committee members about the importance of program review and its processes. The committee also reviewed the recommendations from last year's survey and found that many of the recommendations and action plans had been addressed during the year.
4. Program Review Discussion: The committee reviewed the draft of the Strategic Plan. Program Review within instructional and non-instructional programs should align with this plan. Beverly Ranney suggested that when we start to plan who should be responsible for completing reviews for instructional programs it should be organized by meta major to align with Guided Pathways. This discussion needs to be faculty focused and can be addressed during the Faculty retreat in January. The committee also discussed the rubric for program review and decided that this would not be something we would keep going forward. Instead the committee would need to review both the program reviews and the BAPS and then have a discussion about the patterns and trends found. These recommendations would be brought to IEC. Karen Kane and Jessica Tainatongo brought forward discussion about a new program called Caring Campus that is focused on classified staff but is focused on Guided Pathways for the college as a whole. Karen believes that the Program Review Committee should participate in the program and should attend the kickoff visit scheduled on December 6th because we have a range of representation from the college as a whole. The committee plans to have the forms and process completed in early spring. Trainings on the new process/forms could take place in late spring with a draft due at this time. Once we have the drafts, the PRC could review and assist programs to strengthen their review and bring it forward for the fall. The committee decided to meet again in the middle of February to continue the discussion.
5. Meeting adjourned at 1:33pm.