**February 23,** **2023 | 3:00 – 4:30 p.m.**

 Program Review and Planning Committee Agenda

Location: [https://fullcoll-edu.zoom.us/j/98378082130?pwd=Z080a0ovcGg1QmF1L2puQU0vcDdnZz09](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Ffullcoll-edu.zoom.us%2Fj%2F98378082130%3Fpwd%3DZ080a0ovcGg1QmF1L2puQU0vcDdnZz09&data=05%7C01%7CBKominek%40fullcoll.edu%7C0e1d784fbb704aceaae808db086df869%7Cf8b4752f8a294d0e97b5f7428505ab38%7C1%7C0%7C638113040632806975%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=4fQn4UyxMwjSUoibj9zNw%2B1mWFiRr4LDJs%2BgI9Jtck4%3D&reserved=0) Meeting ID: 983 7808 2130 Passcode: 147099

**Participants**

*Co-Chairs:* Mary Bogan, Bridget Kominek; *Faculty Representatives:* Barry McCarthy, Deborah Paige, Monique Delatte, Luciano Rodriguez, Rachel Nevarez, Calvin Young, Todd Smith, Aline Gregorio; *Classified Representatives:* Megan Beck, David Sarabia, Kyle Stroud; *Management Representatives:* David Grossman, Bridget Salzameda, Kristine Nikkhoo, Jessica Johnson; *Resource Members:* Daniel Berumen. Megan Harris

**Guests**

**Order of Business**

1. Call to order
2. Review [2/9/23 notes](https://fullcolledu.sharepoint.com/%3Aw%3A/r/sites/ProgramReviewCommittee308/Shared%20Documents/General/Spring%202023%20PRPC%20Meeting%20Notes%20and%20Agendas/February%209%20Meeting/PRPC_2_9_23_Notes.docx?d=w9292d05246414c92b64925fd36d1a5a7&csf=1&web=1&e=k180Gd)
3. Public comments
4. Co-Chair Reports
	1. Student Services and Admin/Operational self-study timeline reminders:
		1. Have reader reports finalized and in the Teams folder for that program/office by 5pm on Monday, 2/27 for distribution to the programs/offices
		2. Bridget and Mary will share final drafts with programs and areas, ask for responses, and bring them to the 3/9 PRPC meeting
		3. After the 3/9 meeting, Mary and Bridget will draft a report to Senate and PAC in April, seeking approval. At the end of the process, the co-chairs will share the approved report with PBSC in May
		4. How do we want to do the 3/9 meeting? Our goal is to decide which SAPs our committee endorses to have that ready to include in the report to Senate and PAC to be forwarded to PBSC
	2. Instructional annual update timeline:
		1. Mary and Bridget will have the rubric/reader report form ready by 3/9. Any input on format?
		2. Instructional annual updates are due to division deans by 3/6 and PRPC by 3/13. What’s our plan for reading? Is this same process effective?
			1. There are 50 annual updates expected (3-4 per person)
			2. Ideally we have a report to Senate to include with the Student Services and Admin/Operational report and list of SAPs in April for 4/20 Senate meeting
* This gives us time to read and write reader reports between 3/14 and 4/14 with time to discuss SAPs at 4/13 PRPC meeting. Is this reasonable?
1. [ASC Recommendation](https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:5fbc8544-1274-311c-94e0-b0672d72615c) discussion and next steps
	1. PRPC, IIC, and PBSC co-chairs met on 2/21
	2. The IIC is going to take the lead on a timeline for making changes to our planning process which will include possible revisions of committee missions and membership as well as reporting structure. The goal is to have a revised planning and resource allocation process that addresses the issues raised recommendation within 3 years. That plan will go through the shared governance process the semester and/or Fall 2023.
2. Team time for discussing draft reader reports
	1. Goal: leave today ready to finalize your reader reports
	2. Discuss any questions or concerns you have about the self-studies you’re assigned to write reader reports for
	3. Identify SAPs that you want to discuss at the 3/9 PRPC meeting—ones you are unsure about endorsing or think we should not endorse—[on this document](https://fullcolledu.sharepoint.com/%3Aw%3A/r/sites/ProgramReviewCommittee308/Shared%20Documents/General/Spring%202023%20PRPC%20Meeting%20Notes%20and%20Agendas/February%2023%20Meeting/SAPs%20to%20Prioritize%20for%20Discussion.docx?d=w59a8bc0d0cd74e1090fd404bf9a53c5c&csf=1&web=1&e=9jY4q2) which we’ll use to plan our discussion at the next meeting

Reminder: Have reader reports finalized and in the Teams folder for that program/office by 5pm on Monday, 2/27 for distribution to the programs/offices

**Upcoming meetings: Second and fourth Thursdays 3-4:30pm (3/9, 4/13, 4/27, 5/11)**