**March 9, 2023 | 3:00 – 6:00 p.m.**

 Program Review and Planning Committee Notes

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:* Deborah Paige, Monique Delatte, Luciano Rodriguez, Rachel Nevarez, Calvin Young, Todd Smith, Aline Gregorio; *Classified Representatives:* David Sarabia, Kyle Stroud; *Management Representatives:* Bridget Salzameda, Kristine Nikkhoo, Jessica Johnson; *Resource Members:* Daniel Berumen

**Guests:** Doug Eisner

**Order of Business**

1. Call to order
2. Review 2/23/23 Notes
3. Public comments – Monique Delatte: Suggested rubric be rewritten. For example, “blames everything on the pandemic,” This was mentioned in their reader report. (Response that this will be addressed in the next two years. Led to further discussion about changes to make in the future as well as intent of the current process.)
4. Co-Chair Reports
	1. Student Services and Admin/Operational self-study timeline reminders:
		1. 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
	2. Instructional annual update timeline:
		1. The annual update reader report and rubric are completed and available on Teams
		2. Instructional annual updates are due to PRPC by 3/13
			1. When they’re submitted, Mary and Bridget assign annual updates with resource requests to faculty and send an email when they’re ready (by 3/16)
			2. Faculty should read their assigned annual updates and complete their reader reports so we can discuss annual update resource requests at 4/13 PRPC meeting
5. Discuss and vote on all SAPs
	1. Shared assumptions:
		1. We endorse SAPs that were supported by the initial reader unless the initial reader requested discussion
		2. We aim for consensus, but we will rely on majority vote if necessary in the interest of time. Votes will be called at the chairs’ discretion
		3. We maintain confidentiality about the content of our discussion and aim to depersonalize the discussion whenever possible
	2. Process:
		1. We’ll go team by team, focusing on each SAP that has been identified as needing discussion
		2. Everyone has access to all self-studies and reader reports. You’re encouraged to look at them as we discuss
		3. Most SAPs were discussed. Library and Athletics were tabled for the 4/13 meeting in the interest of time and to allow committee members to read responses to the reader reports that were received close to the start of the meeting time.

Reminder: Faculty will receive an email with their assigned annual updates by 3/16. Please read them and draft your reader report before the 4/13 meeting.

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