

**September 14, 2023 | 3:00 – 4:30 p.m.**  
Program Review and Planning Committee Agenda  
Location: Building 2400, Room 217

**Participants**

*Co-Chairs:* Mary Bogan, Bridget Kominek; *Faculty Representatives:* VACANT (Business & CIS), Deborah Paige (Humanities), Monique Delatte (LLRSPS), Luciano Rodriguez (Math & Computer Science), Rachel Nevarez (Tech & Engineering), Calvin Young (Natural Sciences), VACANT (Fine Arts), VACANT (Social Sciences), Nick Arman (Counseling), Yolanda Duron (Physical Education); *Classified Representatives:* Tina Maertens; *Management Representatives:* David Grossman, Bridget Salzameda, Kristine Nikkhoo, Jessica Johnson; *Resource Members:* Daniel Berumen, Megan Harris

**Guests**

**Order of Business**

- I. Call to order
- II. Review [August 24, 2023 meeting notes](#)
- III. Public comments
- IV. Co-Chair Reports
  - A. Planned meeting with Kesha Shadwick to update the website to include the most recent Administrative/Operational and Student Services self-studies and Instructional annual updates
  - B. Training dates for annual updates set
    - I. Instructional annual update Wednesday, 9/27 from 4-5pm
    - II. Student Services and Administrative/Operational Wednesday, 9/27 from 11am-12pm
  - C. Membership update:
    - I. CSEA: work with second VP to recruit classified professionals—currently need 3
    - II. Faculty Senate: communicate with Senators for Fine Arts, Social Sciences, and Business & CIS to fill divisional representation seats
    - III. AS: attend 9/19 meeting to recruit student representative
- V. Program Review funding update from PBSC co-chair, VPAS Henry Hua
- VI. [Rubric for annual updates](#)—committee feedback
- VII. Annual Program Review Updates
  - A. Review of deadlines and templates
    - I. [Student Services/Admin Operational template](#)
    - II. [Instructional template](#)

**Upcoming meetings: Second and fourth Thursdays 3-4:30pm in room 217 of the Humanities Building (9/28, 10/12, 10/26, 11/9)**