**February 22,** **2024 | 3:00 – 4:30 p.m.**

 Program Review and Planning Committee Meeting Notes

Location: Building 2400, Room 218

**Participants**

*Co-Chairs:* Bridget Kominek; *Faculty Representatives:* Deborah Paige (Humanities), Monique Delatte (LLRSPS), Luciano Rodriguez (Math & Computer Science), Rachel Nevarez (Tech & Engineering), Calvin Young (Natural Sciences), David Lopez (Fine Arts), Josh Ashenmiller (Social Sciences), Olivia Barajas (Counseling); *Classified Representatives*: Tina Maertens, Sara Camacho, VACANT, VACANT; *Management Representatives:* David Grossman, Bridget Salzameda, Kristine Nikkhoo

**Order of Business**

1. Call to order
2. [Review February 8,](https://fullcolledu.sharepoint.com/%3Aw%3A/r/sites/ProgramReviewCommittee308/Shared%20Documents/General/Meeting%20Notes%20and%20Agendas/Spring%202024%20PRPC%20Meeting%20Notes%20and%20Agendas/February%208%20Meeting/PRPC_02_08_24%20Meeting%20Notes.docx?d=wea26845c82e9431f8b95700c664d3894&csf=1&web=1&e=2Rc954) 2024 Meeting Notes
3. Public comments
4. Co-Chair Reports
* Membership update:
	+ 1. Classified professionals: Looking to fill the two vacant seats
1. Annual Update Resource Requests
	* Biology
		1. Spectroscopy and imaging equipment--endorse
		2. Safety training—endorse, send to PBSC as an immediate safety concern
		3. Expansion of Dual Enrollment Courses, additional equipment-- endorse
		4. Full-time faculty positions (number not specified)-- endorse
	* Chemistry
		1. Hire three full-time faculty positions-- endorse
		2. Instructional equipment and student workers-- endorse
		3. STEM Bootcamp funding-- endorse
		4. Labster simulation licensing-- endorse
		5. Laboratory Safety Training Software program—endorse, send to PBSC as an immediate safety concern
		6. Laboratory home kits, laptops and technology—decline to endorse
		7. Supplies for outreach (activities, shirts, swag)--endorse
	* Earth Sciences
		1. Earth Sciences field trip funding--endorse
		2. Teaching microscope--endorse
		3. STEM field trip funding--endorse
		4. Continued funding for part time Prof Expert lab tech position--endorse
		5. Prof Expert pay for faculty drivers on field trips--endorse
		6. One full-time faculty position--endorse
	* Environmental Sciences
		1. One full-time faculty position--endorse
		2. Professional expert for weekend field courses, driving--endorse
		3. Reimbursement for field course associated expenses for faculty—endorse with clarification about “reimbursement”
	* Health Sciences
		1. One full-time faculty position--endorse
	* Horticulture
		1. Laboratory clerk position--endorse
		2. New chairs for room 1603—endorse, send to PBSC as an immediate safety concern
	* Nutrition & Food
		1. One full-time faculty position--endorse
		2. PE pay for Dietary Manager Certificate Program Faculty Advisor--endorse
		3. Food Laboratory remodel--endorse
		4. Slip-resistant mats for food laboratory—endorse, send to PBSC as an immediate safety concern
		5. Composting bins and bags--endorse
		6. Lab safety training for new adjuncts—endorse, send to PBSC as an immediate safety concern
	* Physics and Astronomy
		1. One full-time faculty position--endorse
	* Dance
		1. Dance concert production costs--endorse
		2. Videography and photography for dance concert--endorse
		3. High school dance day expenses--endorse
		4. Dance Department t-shirts--endorse
		5. Dance department website redesign--endorse
		6. Creation of resident touring dance company—do not endorse
	* Physical Education Activities and Theory
		1. Various equipment and supplies—endorse flooring for 1212 A, B, and Wellness Center, send to PBSC as an immediate safety concern, endorse equipment (weight platforms, resistance machine, and free weights) in 1212 A, B, and Wellness Center; do not endorse computer hardware, software, and white boards
		2. Sports club/intramurals director—do not endorse
		3. Kinesiology recruiter—do not endorse
		4. Dual enrollment specialist/instructors--do not endorse
	* Anthropology
		1. Zoo field trip for biological anthropology--endorse
	* Child Development and Educational Studies
		1. One full-time faculty position—do not endorse
		2. Lab School building --endorse
	* Ethnic Studies
		1. Three full-time faculty positions—endorse two, do not endorse a third
	* Geography
		1. Program-specific loaner laptops--endorse
	* Philosophy and Religious Studies
		1. Promotional materials--endorse
2. Themes from APRUs:
	1. Programs need support for communications: websites, promotional materials
	2. Some requests for outside vendors indicate that programs are not aware of what’s available on campus or the insufficiency of in-house services
3. Long-term planning
* Continue to discuss APRU resource requests at the 3/14 and 4/11 meetings, with the committee’s decisions shared with PBSC after each meeting to expedite their process
* Bring complete final list of endorsed resource requests and committee report to Faculty Senate on 4/18 for a first read and 5/2 for a second read and vote
	+ What can the committee do to communicate needs more broadly and with more emphasis?
* 4/25, 5/9, and 5/23 meetings draft 2024 APRU forms and rubric for resource requests, discuss implications of the Integrated Planning Workgroup Proposal if it is approved (expected to hear finalized decision by mid-March)
* Be prepared to support accreditation efforts when additional evidence requests are received in early March, attend and participate in open forums in mid-March
* Fall 2024: how can the committee work to make it easier for reps to support programs doing the Fall 2024 APRUs?

**Upcoming meetings in Spring 2024: Second and fourth Thursdays 3-4:30pm, in room 218 Humanities/2400 Building (3/14, 4/11, 4/25, 5/9, 5/23)**