



# Program Review Committee Minutes

Wednesday, March 22, 2023 | 3:00 – 4:30 p.m.

Recorder: Danielle Bañuelos

LPC Mission Statement	LPC Planning Priorities	
<p>Las Positas College is an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting life-long learning.</p>	<p>Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.</p>	<p>Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across the campus.</p>
<p><b>Chair</b></p>	<p><b>Classified Senate (2)</b></p>	<p><b>College Librarian (1)</b></p>
<p><input type="checkbox"/> Nadiyah Taylor</p>	<p><input checked="" type="checkbox"/> Danielle Bañuelos, Academic Services</p>	
<p><b>Academic Dean (1)</b></p>	<p><b>Faculty Association (1)</b></p>	<p><b>LPC Student Government (1)</b></p>
<p><input checked="" type="checkbox"/> Stuart McElderry, Dean BSSL</p>		
<p><b>Faculty (10)</b></p>	<p><b>Student Learning Outcomes (1)</b></p>	<p><b>VP Academic Services or Designee (1)</b></p>
<p><input checked="" type="checkbox"/> Catherine Suarez, A&amp;H Faculty #1  <input checked="" type="checkbox"/> Marsha Vernoga, PATH Faculty #1  <input checked="" type="checkbox"/> Irena Keller, BSSL Faculty #1  <input checked="" type="checkbox"/> Bhairav Singh, STEM Faculty #1  <input checked="" type="checkbox"/> Michael Schwarz, Student Services Faculty</p>		<p><input type="checkbox"/> Amy Mattern, Dean A&amp;H</p>
	<p><b>Guests</b></p>	
	<p><input type="checkbox"/> John Rosen</p>	

Agenda Item	Information/Discussion	Action/Assigned To
1.	<p><b>Call to Order</b> <i>For information</i></p> <ul style="list-style-type: none"> <li>Meeting called to order at 3:03 p.m.</li> </ul>	
2.	<p><b>Review &amp; Approve Agenda – 3/22/2023</b></p> <ul style="list-style-type: none"> <li>Approved</li> </ul>	
3.	<p><b>Review &amp; Approve Prior Minutes – 2/22/2022</b></p> <ul style="list-style-type: none"> <li>Tabled</li> </ul>	
4.	<p><b>Action Items</b> <i>For action</i></p> <ul style="list-style-type: none"> <li><i>Approved the Shared Governance Worksheet, with an update to the Membership List</i></li> <li><i>SLO items were discussed and approved, with possible future updates</i></li> </ul>	
5.	<p><b>Old Business</b> <i>For discussion</i></p> <ul style="list-style-type: none"> <li><b>Executive Summary</b> - Nadiyah will share at the next meeting</li> </ul>	
6.	<p><b>New Business</b> <i>For discussion</i></p> <ul style="list-style-type: none"> <li>Discuss shared governance worksheet</li> </ul> <p>Currently we have 18 voting members and need 10 to make quorum. After a wonderful discussion we narrowed it down to 10 voting members and need 6 to make quorum.</p> <p>The intent with the discussion was not to exclude individuals as Program Review is such a campus wide effort and is incredibly important for everyone to have a voice, but rather make it easier to make quorum and vote on agenda and action items. Together we came up with the following changes for your Chair review:</p>	

<b>Current (22-23)</b>	<b>New (23-24)</b>
<b>Voting Members</b>	<b>Voting Members</b>
2 Classified Professionals	1 Classified Professional, at large
1 College Librarian	1 Classified Professional, Student Services
1 Academic Dean	1 College Librarian
2 A&H Faculty	1 Academic Dean
2 BSSL Faculty	1 A&H Faculty
2 PATH Faculty	1 BSSL Faculty
2 STEM Faculty	1 PATH Faculty
2 Student Services Faculty	1 STEM Faculty
1 Faculty Association Representative	1 Student Services Faculty
1 Student Government Representative	1 VP Academic Services or Designee
1 SLO Committee Member	<b>Membership: 10 Quorum: 6</b>
1 VP Academic Services or Designee	
<b>Membership: 18 Quorum: 10</b>	<b>Non-Voting Members</b>
	Committee Chair
<b>Non-Voting Members</b>	1 A&H Faculty
Committee Chair	1 BSSL Faculty
	1 PATH Faculty
	1 STEM Faculty

	<table border="1"> <tr> <td data-bbox="268 103 856 175"></td> <td data-bbox="865 103 1438 175">1 Faculty Association Representative</td> </tr> <tr> <td data-bbox="268 175 856 246"></td> <td data-bbox="865 175 1438 246">1 Student Government Representative</td> </tr> <tr> <td data-bbox="268 246 856 334"></td> <td data-bbox="865 246 1438 334">1 SLO Committee Member</td> </tr> </table>		1 Faculty Association Representative		1 Student Government Representative		1 SLO Committee Member	
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	1 Student Government Representative							
	1 SLO Committee Member							
7.	<p>• Discuss the SLO section for PR review - John Rosen</p> <p>John will look into offering 1:1 support to Program Review writers for SLO section</p> <p>Danielle asked if we could collaborate between our two committees: SLO and Program Review</p> <p>Suggestion: offer a mastery rubric for SLOs to help be able to report on this section</p> <p>Suggestion: Host a Flex Day session on how to read the SLO data</p> <p>Suggestion: Link MATH and HIST as examples for Program Review writers to reference to see how to write this section</p> <p>Good News: META will be easier to read/understand the data.</p> <p>Revisit trying to schedule a demo of the Program Review section of META</p> <p>• Continue the discussion of the 23-24 template (tabled due to time)</p> <p><b>Updates</b>  <i>For information</i></p> <ul style="list-style-type: none"> <li>• Capturing themes from Program Review this year - <i>Tabled</i></li> <li>• Working on Executive Summary (of the process) for the campus - <i>Tabled</i></li> <li>• Shared Governance Worksheet - <i>Tabled</i></li> </ul>							
8.	<p><b>Good of the Order</b>  <i>For information</i></p> <ul style="list-style-type: none"> <li>• <i>None at this time</i></li> </ul>							

Meeting adjourned at 4:30 p.m.

Next meeting: Wednesday, February 22, 2023

