**Program Review Committee Minutes**



# LPC Mission Statement

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students’ transfer, degree, basic skills, career-technical, and retraining goals.

# LPC Planning Priorities

* Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
* Provide necessary institutional support for curriculum development and maintenance.
* Develop processes to facilitate ongoing meaningful assessment of SLOs and integrate assessment of SLOs into college processes.
* Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.

# Meeting Name

**Members:**

Karin Spirn – English (Chair)  
Catherine Suarez - Spanish  
Nadiyah Taylor - ECD

Angela Amaya - Library  
Christina Lee - Counseling  
Don Carlson - Dean of CATSS

Bhairav Singh – Math

Ron Johansen – Fire Science

March 8, 2017*| 3-4:30pm**|* **Room 505**

1. Next year’s Program Review template
2. Karin reviewed newest changes to the template, based on consultation with the Curriculum and SLO committees and CTE program manager.

* There is a program snapshot for all writers
* A new section for curriculum review for programs with courses; moving the DE question to be part of the curriculum section
* New CTE Updates section – clarified the language of some questions and Karin will ask Vicki about #3 to see if all questions need to be answered and if only those Strong Workforce Programs need to do this question.

1. How best to keep track of questions that may not need to be addressed each year? Could we use the program review website for tracking?
2. Next year’s Dean’s Summary template - based on feedback from Dean’s Meeting

* Want to be able to be reflective – maybe need to extend the reading period for all; IPEC not using to Feb/March so maybe can extend through Dec.
* Maybe return to a format that relates to specific categories (from B on the template) – Karin showed a possible example of this with checkboxes – Decided to use this format and will use for questions B-G
* Should we only have checkboxes specific to resource requests? Or, do we need to have some areas related to reflection that may not be directly tied to resource requests? We will have some of both
* Maybe we can map certain areas of the form to relevant committees to help both the writers and the Deans – Address these in the glossary
* Need to have consistent language between the Dean’s Summary and the Program Review form – Karin will work on this

1. Program Review Glossary - Tabled
2. 2017 Program Review Timeline - Tabled

*Please note: We will meet in room 505 this semester.*

Fall 2016 PRC Meetings (2nd and 4th Wednesdays, 3-4:30, Room 505)

February 8

February 22

March 8

April 12

April 26

May 10