Program Review Committee Agenda

LPC Mission Statement

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 lifelong learning.

LPC Planning Priorities

❖ 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.

❖ 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.

Committee Name   Quorum:

Non-Voting Members:
- Karin Spirn (Chair)

Voting Members:
- Kai Blaisdell (STEM)
- Jared Howard (SS)
- Irina Keller (BSSL)
- Amy Mattern (VP Proxy)
- Stuart McElderry (Dean BSSL)
- Andreas Preponis (A&H)

Agenda Item

1. **Call to Order**

2. **Review and Approval of Agenda**

3. **Review and Approval of Minutes**

   - October 23 Minutes
   - M: Kai
   - S: Jared
   - All voted to approve

4. **Action Items**

5. **Old Business**

6. **New Business**

   - Reflect on reading/summarizing process
     - Process went smoothly.
     - Scheduling the meeting was challenging
     - It was hard for deans to allot enough time for a 1.5-2 hour meeting; it was challenging to get the summary written in only an hour.
     - Stuart would like to note that his team was excellent!
     - Clearer expectations and better training for deans—Chair could visit a Dean's meeting
     - Clarify who is in charge of the department
     - Two conflicting timelines or messages re: skipping PRs, updates vs. full PRs.
     - Irena suggested having a required PR align with the SLO reporting year. This will be a waltz pattern. Full-update-update, full-update-update.
     - We need to check with SLO committee about this.
     - We also need to check with IPEC, Academic Senate, and Accreditation task force.
     - Is allowing people to skip sending a message that the PR is either not necessary and too much of a burden?
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   - Record any glitches, challenges, or desired changes to templates and/or processes
     - Accomplishments and challenges are often blending together and leading to redundancies
     - Go to a bullet point template—LIST your challenges etc!
     - Question about barriers to equity seemed important but redundant—could it be incorporated elsewhere?

- How can SLO/IR data analysis be better reflected in the summary?
- Summary template categories don't align neatly with the PR form categories.
- Template is text-heavy which leads to anxiety—hard to find where to type. So much text at the beginning, and it's hard to see where people are writing.
- Make a website with all this info that's on the front page of the template—(or this may exist already) and have a video
- Make the PR website home page more for program review writers
- Look into Canvas? Enroll all FT-faculty and add Classified and PT as needed. We could also look into curricunet.
- Meet with Tim and get the website updated

- Determine updates/changes/goals for next year's Program Review template and process

- Priorities for Spring Semester
  - Wellness
    - Add pain points not connected to your program! This could be added to the department pain point question.
    - More work time in our meeting—bring our laptop
  - Data analysis—Review Hannah Lawler's presentation
    - Table to next time
  - Others?
    - Table to next time

7. **Updates**

8. **Adjournment**

   1. **Adjourned at 4:30**

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9. **Next Regular Meeting:** February 26

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Spring meetings: ~~January 22~~, February 12, February 26, March 12, March 26, April 23, May 14