



Planning & Program Review Committee

7/13/2009

3:00 – 5:00

Members:

*Present

Charlie Ng (co-chair)*

Cheryl Marshall*

Kathy Crow

Ralph Rabago

Gloria Harrison (ex-officio)

Catherine Pace-Pequeño (co-chair)*

Cidhinnia Torres Campos*

Gary Williams*

Michelle Riggs*

Ted Phillips (ex-officio)

----- Minutes -----

Charlie discussed projected budget & example for a proposed Budget Committee. The possible make-up of the group would include; a representative from the District fiscal services office to assist with forecasting, CHC VP of Admin Services who would possibly chair or co-chair the committee, classified staff, instructional deans, faculty, and a student. The structure has not been determined but will be presented to the President for further discussion. This possible committee would contribute to meeting accreditation standards with regards to recommendation #10; creating transparency in resource allocation.

Further discussed draft of manual for AP & PR:

Committee members are going to work on and contribute to the manual individually. The assignments are as follows:

Catherine- Continue modifications and revisions to draft, and provide an example answers to Program Review Question #8.

Gary- Provide examples of answers to Program Review Questions #1 and #9.

Cheryl- Provide examples of answers for Program Review Question #7, and from instructional units for Program Review Question #5.

Charlie- Provide example of Student Support Services and Administrative units answers for Program Review Question #5.

Cidhinnia and Michelle- Provide examples of answers to questions #2, #3, and #4 for the Program Review as well as an example of an Annual Plan.

Next Meeting:

- 7/20/2009 3:00-5:00 – Committee Members should have their portion of the AP/PR Manual ready for discussion.

NEXT MEETING WILL IN LADM 217, 7/20/2009 FROM 3:00 – 5:00

DRAFT