



Planning & Program Review Committee

8/31/2009

3:30 – 5:00

Members:

* Present

Cheryl Marshall (co-chair) *

Charlie Ng

Kathy Crow

Ralph Rabago *

Wayne Bogh *

Catherine Pace-Pequeño (co-chair) *

Gary Williams *

Michelle Riggs *

Rebecca Warren-Marlatt *

Matthew Lee

Gloria Harrison (ex-officio)

----- Minutes -----

- I. Reviewed draft of letter to deans regarding the scheduled meetings with the planning & program review committee.
 - A. The handbook doesn't specify deans are required to attend. Next year we will revise handbook to make the correction that it is mandatory for deans to attend. The VP's are encouraged to promote their deans attendance.
 - B. The committee made a few minor revisions to this draft. This document will be emailed for approval with the minor changes and then will be ready for disbursement.
- II. Discussion regarding a request from student services areas that may want to combine their departments for the purposes of planning & program review. The committee agrees that any programs that believe a combined document would make more sense should have it approved by their VP and explain thoroughly the reasons in the planning/program review submitted.
 - A. The reason the departments were separated to begin with is because they are listed separately in the catalog. The committee also felt this separation would be beneficial as the college grows.
- III. Committee discussed feedback that has been received.
- IV. The Academic Senate has appointed two new members to this committee to serve a two year term. They are: Robert McAtee and Jessica McCambly.

Next Meeting:

9/14/2009 3:30-5:00

- Approve Minutes
- Review Annual Plans that have been submitted.

NEXT MEETING WILL IN LADM 217, 9/14/2009 FROM 3:30 – 5:00

DRAFT