



Planning & Program Review Committee

03/08/2010

3:00 – 5:00

Members:

* Present

Cheryl Marshall (co-chair) *

Charlie Ng

Denise Hoyt *

Jessica McCambly *

Michelle Riggs *

Keith Wurtz *

Catherine Pace-Pequeño (co-chair)

Rebecca Warren-Marlatt *

Robert McAtee *

Ralph Rabago *

Gary Williams *

Gloria Harrison (ex-officio)

Guests: Matthew Lee, Mike Strong, and Rejoice Chavira

----- Minutes -----

I. Signed feedback memos for:

- a. Earth Sciences
- b. History
- c. Political Science
- d. Physics/Astronomy
- e. Math

II. Reviewed feedback documents for:

- a. Library

Minor revisions will be made and the signature sheet will be signed at the next meeting.

III. The College Life Unit encompasses both instructional and non-instructional services, requiring both rubrics for a complete look at the programs health/effectiveness. These rubrics were discussed, as well as the document rubric and the feedback document will be prepared for review based on today's revisions. Committee members gave scores verbally based on the review of these rubrics and the document and are asked to provide any comments to be included in the final document via email to Michelle.

IV. Discussed issues to consider for prioritization of goals and resources.

- a. This is a learning process, we may need to make adjustments, and this should be approached with open minds and meaningful dialogue.
- b. We are looking at these goals and requests for resources with an overarching view that represents the best interest of the campus as a whole.
- c. The driving forces of our recommendations are the annual plans and program review documents from the units, and the educational master plan.

V. The committee discussed if we need to incorporate additional resources requested for

operational needs such as projector lamps and washer/dryers for the microbiology area into

this process. These should be included in the budgets and need to be part of the expenses planned for.

VI. The handbook states that goals and resource requests need to be prioritized. However, since the goals are a broad and generalized concept, it makes more sense to have objectives along with any resources requested ranked by priority.

VII. Committee reviewed a compilation of the goals, objectives, resource requests, and their appropriate link to the Educational Master Plan. The VPs and President will review the suggestions made by Matthew and revise their objectives this week. Next week this committee should have four sets of prioritized objectives to rank and make recommendations to the President.

Next Meeting: 3/11/2010 12:00-4:30

- Prioritize goals & resources.

NEXT MEETING WILL IN LADM 217, 3/11/2010 FROM 12:00 – 4:30