

Program Review Committee Meeting Minutes		Monday, November 3, 2025 MH-321 Time: 3pm – 4:30pm
Type of Meeting: <i>Regular</i> Note Taker: Richie Neil Hao		
Committee Members: Dr. Richie Neil Hao, Faculty Co-Chair Dr. Rebecca Farley, Co-Chair Dr. Gary Heaton-Smith, Outcomes Committee Chair, A&H Division Representative VACANT, Research Analyst/Tech Dr. Alex Parisky, eLumen Data Steward Cindy Vargas, HSS Division Representative Reina Burgos, Counseling Division Representative Samuel Padilla, Aerospace Industrial Arts & Applied Technologies Division Representative Dr. Cynthia Lehman, S&BS Division Representative Dr. Joshua Strong, MSE Division Representative Annamarie Perez, Language & Comm Arts Division Representative Linda Parker, Equity & Student Achievement Representative Megan Owens, Faculty at Large Representative Van Rider, Workforce Development & Community Engagement VACANT, Student Services VACANT, Classified Representative Dr. Jedi Lobos, Academic Dean, Academic Affairs VACANT, ASO Representative <i>Absent: Rebecca, Megan</i> <i>Guests: Svetlana Deplazes (proxy for Rebecca)</i>		
Items	Person	Action
I. Action Item: Approval of the Agenda	Richie	Issues Discussed: None. Action Taken: Approved.
II. Opening Comments from the Co-Chairs	Richie/ Rebecca	Issues Discussed: Richie thanked the committee. Rebecca was at a conference.
III. Opening Comments from the Public		Issues Discussed: None.
IV. Action Item: Approval of Meeting Minutes (10/20/25)	Richie	Issues Discussed: None. Action Taken: Abstention from Gary. Approved.
V. Discussion Item: Fall 2025 Program Review Training	Richie	Issues Discussed: This is the final week for everyone to complete the Program Review Reports so that Deans and Supervisors can submit them by 11/15. Richie sent one last reminder as a campus-wide email last Friday. Richie asked

		<p>committee members to send one final reminder to their respective divisions/areas.</p> <p>Svetlana mentioned that some additional features were added to the Program Review Dashboard (per request of some people), but emphasized that the basic information and data remained the same.</p> <p>Follow Up Items: None.</p>
VI. Discussion Item: Program Review Rollout Plan	Richie	<p>Issues Discussed: Richie developed a draft of questions for the Program Review Annual Update Form. As part of the review process, Richie asked committee members to divide up in small groups to discuss and provide suggestions for improvement.</p> <p>Follow Up Items: Richie will update the draft of the Annual Update Form based on the suggestions and will share it again with the committee for further discussion.</p>
VII. Discussion Item: Program Review Handbook	Richie	<p>Issues Discussed: Richie mentioned that we need to update the Handbook due to the changes with Program Review.</p> <p>Follow Up Items: Richie will email the committee a copy of the Handbook for review to discuss at the next meeting.</p>
VIII. Information Item: What's Ahead This Year		<p>FALL:</p> <ul style="list-style-type: none"> • Update and provide Program Review Training in Canvas • Review PR Handbook, update as necessary • Provide CIP instructions & training, due 9/30 • Division Reps will provide support in the Program Review process to their divisions. • Receive Program Review reports, due 11/15 • Define the peer review process, update forms as necessary <p>SPRING:</p> <ul style="list-style-type: none"> • Peer review norming session, train committee members, form peer review teams, begin working on Peer Review reports. • Complete Peer Reviews of Program Review reports, provide feedback to each program. • Consider changes needed to Program Review process, forms, committee, etc.
IX. NEXT MEETING DATES:		<p>Future Meeting Dates: (1st & 3rd Mondays 3pm – 4:30pm)</p> <p><u>Fall 2025:</u> 8/18/25 (Cancelled) 9/1/25 (No meeting, Labor Day) 9/15/25</p>

		<p>10/6/25 10/20/25 11/3/25 11/17/25 12/1/25</p> <p><u>Spring 2026:</u> 2/2/26 (No meeting, Spring semester has not started) 2/16/26 (No meeting, President's Day) 3/2/26 3/16/26 4/6/26 (No meeting, Spring Break) 4/20/26 5/4/26 5/18/26 6/1/26</p>
--	--	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Program Review Committee Goals for 2025-2026

- 1) Establish and better define the connection between the Program Review and the Budget resource allocation and approval process.
- 2) Collaborate with the campus community to enhance communication, engagement, and implementation of the program review process in alignment with the college mission thereby fostering a culture of continuous self-reflection and dialogue.
- 3) Evaluate the Program Review template based on feedback to better support operational areas.
- 4) Utilize the Program Review process evaluation data to make continuous improvements.