



**Program Review Committee**  
**Minutes**  
**October 6, 2017**  
**EW 207, Video, CCCConfer**  
**10:30am - 12:00p m**

**Present:** Suzie Ama, Lisa Fuller, Karee Hamilton, Kimberlee Kelly  
 On phone: Steve Rogers, Peter Fulks,

**Absent:** Scott Cameron, Heather Ostash, Michael Kane, Michael Erskine

**Start Time:**

**Adjourn:**

Topic	Facilitator	Summary/Action Items
<b>1. Call to order and approval of agenda</b>	S. Ama	<ul style="list-style-type: none"> <li>Oct. 6, 2017, 10:30 AM; Approved</li> </ul>
<b>2. Information Technology Program Review – 2<sup>nd</sup> Review</b>	M. Campbell	<ul style="list-style-type: none"> <li>Executive Summary – Summarize action plan</li> <li>Part 1 – Org chart unclear</li> <li>Part 2 - In responding to the issue of determining what type of tickets occur a lot, it appears to be a hypothetical example. “If it were passwords then we would...” The committee wondered if this is just an example or if this is, in fact, the most frequent type of ticket issue.</li> <li>Part 4 - AUO 4 there is a still a disconnect between outcome and target, target should identify how timely and effective. For AUOs how often do you plan to assess, need to have a schedule or discussion about what the plan to assess is for the next Program Review. Continue is misspelled on page 12.</li> <li>Approve for 2<sup>nd</sup> review, pending the above changes.</li> </ul>
<b>3. Accreditation Content Draft</b>	S. Ama	<ul style="list-style-type: none"> <li>Standard II.A.16, which is the primary section on Program Review, was presented to the committee. The committee felt it was accurate and made no suggestions for changes.</li> </ul>

Topic	Facilitator	Summary/Action Items
<b>4. Program Review Training Update</b>	S. Ama	<ul style="list-style-type: none"> <li>The Fall 2017 Program Review Training schedule was presented to the committee. See attached.</li> </ul>
<b>5. Program Review Chair Fall 2018</b>	S. Ama	<ul style="list-style-type: none"> <li>Suzie Ama announced that she would be stepping down as Program Review Chair in Fall 2018, and encouraged members to consider the position.</li> </ul>
<b>6. Approval of Previous Minutes</b> <ul style="list-style-type: none"> <li>April 28, 2017</li> </ul>	S. Ama	<ul style="list-style-type: none"> <li>Approved.</li> </ul>
<b>7. Adjournment</b>	S. Ama	Adjourned 11:15am

Facilitator: Suzie Ama

Recorder: Suzie Ama

# Fall 2017 Program Review Training

## Past Due

Program	Training Date
Athletics	9/14/17, 1:30 PM
Administration of Justice	2016
Basic Skills	2016

## Due This Year

Program	Training Date
CALWORKS	Declined, was recently trained for another PR.
Child Development/Early Childhood Education AS and Certificates	9/18/17, 2:30 PM
Child Development Center	9/18/17, 2:30 PM
Kinesiology AS	9/12/17, 2:00 PM
Welding AS and Certificates	9/28/17, 3:00 PM
Paralegal	9/13/17, 2:00 PM
Library	9/11/17, 11:00 AM