**Program Review Meeting Notes 10/18**

Call to Order- 3:31 pm

Members are being asked to double check to see you an initiate review role in Elumen

Next week we will go over a program review (each team will be able to coordinate their own process in how to do an evaluation)

**Google Document - Committee Membership**

Everyone should have access to that now

**Navigating Elumen**

Log into inside BC select tools then select Elumen

Once in Elumen select role at this point you will see demonstration

**Additional Elumen Navigation**

Institutional review strategic planning

Items to look at as a committee member

Closing the loop on the items (when requests are submitted the prior year and an update is given on the progress of that request

Mission and Alignment

Degrees and Programs

Goals (completed, new, and continuing)

Assessment

Program Analysis (does data match goals, etc)

Resource Requests (check to see if they align with program analysis and goals)

Professional Development (question brought up about whether we can request PD outside of BC

**Program Mission and Alignments** (are they linking to the colleges M & A and 4 ILO’s of the college)

**Program Goals**

What 4 strategic directions do they align with and do they match with action items

**Instructional Program Analysis**

Student demographics (are they the same or changing?)

What is the program changing or keeping the same?

How does our program need to meet the needs of students?

Is there a difference between the larger BC student demographics and program students?

What are successes of the program?

Faculty awards and achievements?

**Technology Request**

Why are these items needed and how/what do they enhance?