Program Review Committee

Notes

October 1, 2024

L 160

Zoom

<https://us06web.zoom.us/j/98293998893>

# List of Membership

## Co-Chairs:

Faculty Co-Chair: Kim Nickell

Administrator Co-Chair: Kristin Rabe

Classified Co-Chair (?):

## Members:

Victor Diaz, Laura Luiz, Amanda Tumblin, Andrea Bridges, Jalisca Thomason, Neeley Hatridge, Katie Ganster, James McGarrah, Nancy Mai, Keri Johnson, Michelle Hart/Scott Dameron, Anna Melby, Steve Waller, Isaias Hernandez, Tina Cummings, Kim Arbolante, Tim Lafondez, Cristal Rios, Nathan Kline, Josh Ottum, Keith Wolaridge, Tom Moran, Jordan Rude

# Scheduled Meeting Dates/Times

* Location L160 and [Zoom](https://us06web.zoom.us/j/98293998893)

# Called to Order

* Who called it to order and at what time?
  + **Kim Nickell**
  + 3:33pm
* Note taker ([link to sign up](https://docs.google.com/document/d/1PPJ0shnrnXOtsjieoL8Addrh87Zfs8MY/edit?usp=sharing&ouid=111137732693986250394&rtpof=true&sd=true))
  + **Timothy Lafondez**

# Approval of Agenda

* Approval of Agenda
  + (Motion/First/Second/Approved?)

# Approval of Meeting Minutes

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  + (Motion/First/Second/Approved?)

# Agenda Items

* Welcome
* Introductions
  + General introductions from all members in attendance
* Committee Charge (Kim)
  + We are a Standing Committee
  + Keeping Program Review relevant and accessible to all campus members by updating Charge annually
    - Charge was read aloud to group, and some parts explained in more detail
    - Consensus that the Charge still fits the work of the Committee
      * **Kim Arbolante** discusses grammatic inconsistencies; helps order the list of items the Committee covers
        + **Kim Nickell** will present updates to Academic Senate
      * **Kim Nickell** discussed each working process of the Charge to ensure the Committee still covers each part
    - “Closing the Loop” has been a fundamental part of Program Review
      * Helps Bakersfield College maintain best practices for Accreditation purposes
        + Program Review is a critical part of Standard 1 and 2
  + Every Program Review that has been completed within the past ten years is available as a resource on the Program Review website
    - Was able to locate Program Reviews all the way back to 2009/2010 AY to make them available
      * Recommendation to include “community at large” because we make these documents accessible on the public website
  + Request to fix the Member list where Academic Senate line is separated
    - **Kim Nickell** will update the list
  + Some items in Report To may no longer be relevant
    - COVID changed some operational processes
    - **Kim Nickell** has reached out to campus constituencies to update and verify some processes
    - Question on Reports To - Administrative Council
  + **Kim Nickell** recommends Committee Members attend yearly trainings once a year
    - One reason is that transitioning to Canvas may modify some items in the Charge and how we facilitate Program Review
      * We will need to be adaptive
  + Review of Membership indicates Classified Co-Chair has not been present in some time
    - Also absent are a representative of the Faculty and Chair/Directors Council
    - Need classified staff on Program Review Committee
      * **Kim Nickell** will correspond with CSEA President to solicit members
    - Updated to include FAS
    - Request to present about importance of allowing classified staff time to participate in Committees
    - Request to review “ex-officio”
* Resource Requests (Kristin)
  + Request to review where TEAs might be located
    - Temporary requests are not included in PR
* Updating documents
  + PRC Budget Connection

# Meeting Adjourned

4:40pm