**Program Review Committee Meeting**

**Monday, May 7, 2012**

**11:00-12:00**

**Agenda/Notes**

**RC- PCR, WI AC1 270, MC 207**

1. Present:

*Eileen Apperson, Michelle Johnson, John Terrell, Emily Berg, Case Bos, Debbie Ikeda, Jeff Burdick, Marilyn Behringer, Mary Helen Garcia, Rick Garza, Cheryl Hesse*

1. Substantiation vote on reports
2. Health Services (RC)
3. Health Services (NC)
4. Outreach and Matriculation
5. Counseling

*Substantiation scoring completed. The Committee approved WI’s substantiation scores for the WI Counseling Goals. Eileen is to complete the Summary Reports and submit to College Council. We did not receive a final report from NC Health Services.*

1. District Office Program Review reports
   * + Grounds
     + Maintenance
     + Campus Police

*Eileen reported that these programs are submitting their reports to a newly-formed Administrative Services Unit Review (ASUR) and will be removed from the RC list of programs reporting to our RC Program Review Committee.*

1. Moving Printing Services to Group 1

*The Committee was in agreement to move Printing Services from Group 2 to Group 1 at the request of Donna Berry.*

1. Other:

*Eileen expressed her interest in revising the Program Review Handbook after the fall 2012 SLO proficiency deadline, folding the SLO assessment process into the program review process and making the process more streamline. This will also involve the review of assessment reporting forms, timelines, substantiation sheets/scoring, and program review criteria.*