I. Program Review Criteria Development: L. Hearn stressed the importance of the “planning directive” charged to this committee—the reason for the day’s meeting. Four documents were distributed in preparation for the discussion: (1) memo from C. Woodward, “Context for Program Reviews;” (2) “Rubric for Evaluating Institutional Effectiveness,” from the Accrediting Commission for Community Colleges; (3) Draft, “Common Questions for Program Review for AY-2008-09;” and (4) Proposed Data Elements and Possible Questions for 2002-03 Instructional Program Review Updates.”

The majority of the meeting was spent addressing the eight questions regarding the context for Program Reviews—submitted by C. Woodward. The team members stated that they are earnest in establishing a “user-friendly” Program Review Template—that would be a powerful force in obtaining resources for those programs that meet college goals of increased access, growth and retention, and for those new programs that address institutional goals/initiatives—e.g., BSI, Title III, etc.

Some template guidelines suggested were:

- Establish five basic categories—quantitative/qualitative
- Use questions that are “data-supported”
- Enlist the help of A. LaManque and Website for statistical support information

Establish Timeline for Program Reviews:
Fall Quarter, 2008: Work on template;
Winter Quarter, 2009: Division/Departments establish their Program Reviews;
Spring Quarter, 2009: Examination and Decision Making

Establish a flow chart to identify the governance process.

L. Hearn will bring a copy of the IPBT “recommendations,” “existing challenges,” and “requests to address challenges” as stated in The Newsletter of the DAC Academic Senate, September 2007, President’s Message to the next IPBT meeting.

The team was given the charge to come up with ideas for criteria context for Program Reviews and bring them to the next IPBT meeting—11/11.

II. Future Agenda Items:

- “Zero-Base” Budget
- Auto Tech Remodel
- Update of Coordination on Grants