AGENDA

1. Review of agenda

2. Review of Feb. 3 and March 3, 2015 minutes

3. PROC Taskforce themes/conclusions/recommendations based on the Vice Presidents’ “SWOT” reports
   a. Develop a memo/template of the themes/conclusions/recommendations from the “SWOT” reports for the May College Council meeting
   b. Are there any Action Items from this that need to be taken to College Council, or will it just be a report out from PROC?

4. Program review annual updates are due May 29, 2015
   a. Instructional Program Review training took place on April 1, 2015 at Council of Instruction on the changes made to the system and on how to interpret data for program review
   b. Review of the (minor) changes made to Non-Instructional Program Review
      i. Does the SSSC want OIE to come to one of their meetings to discuss these changes?
   c. Admin. Services had a training on May 1, 2015 with P. Chow on the Non-Instructional changes and on how to interpret survey data for analysis. Another training with Dr. Matthew Lee is scheduled for June 18, 2015
   d. VPs – please send out a reminder to your departments/units about the May 29 deadline if you have not already done so

5. Timing of Comprehensive Program Reviews (CPRs)/validations – this was discussed at the PROC meeting on 10/7/2014, and PROC made the following recommendation:

   “Recommending a standardized timeline for completion of CPR validations across the divisions, such that they should occur in the fall semester for the units up for CPRs – this way the CPR/validation can be based on the most recent information entered into the program review screens the preceding spring, and will give the validation teams the summer to review the CPRs so that the validation process can be completed in the fall.”

   a. Is this the timeline that the SSSC plans to use for its upcoming CPRs/validations? EPC?

6. Items from the floor

7. Adjourn

Next meeting: June 2, 2015; 1:30pm – 3:00pm???