Institutional Program Review Committee
Cindy DeLain & Thea Trimble, Co-Chairs

Members: Cindy DeLain, Thea Trimble, Nancy Morgan, Joni Jordon, John Boragno, Christian Anderson,
James McDonnell, Pamela Flores, Jessica Figallo, Ryan Wullschleger (student), Dali Ozturk, Ahsen Baig,
and David Robinson
Guest Emeritus: Ryan Barry-Souza

Agenda
February 11, 2014
4:30 p.m., LRC 205-computer lab in library

1. Call to Order

2. Approval of minutes (1/21/14 and 2/4/14)

3. Update on Training Manual –Christian

4. Organization of training sessions- hands-on/manual
   Update from tracdat task force- Joni
   25 practice sites for training sessions
   Data sets for academics upload to Documents

5. Instructional Council feedback

6. Other
Meeting Minutes - Approved
Tuesday, February 11, 2014
Lodgepole 205
4:30 pm – 6:00 p.m.

Attendance
Members present: Cindy DeLain, Thea Trimble, Nancy Morgan, John Boragno, Christian Anderson, Dali Ozturk, Ahsen Baig, James McDonnell, David Robinson, Ryan Wullschleger (student)
Guest Emeritus: Ryan Barry-Souza
Absent: Joni Jordon and Jessica Figallo

1. **Call to Order** - Thea called the meeting to order at 4:35 p.m.

2. **Approval of minutes** – 1/21/14 and 2/4/14- minutes approved.

3. **Update on training manual draft and IPRC member training on tracdat**
   
   Review of manual and training sessions. Final suggestions for the manual due to Christian by Thursday morning. James offered to make color copies. Cindy and Thea will develop an outline for IPRC to follow during the training sessions to ensure consistency of information.

4. **Instructional Council**- overall positive as presented on 2/6. Division Chairs would like to see a completed example to follow. I. C. members pleased with the new process and format.

5. **Food Services** - The Dean of Food Services asked if this Unit could be removed from the program review list citing that Food Services is not District funded. Stated the Unit generates its own budget for all costs associated with Food Services. Members concurred that the list of Units was presented for two readings each in District Governance Senate and Academic Senate and approved. As well as presented in Dean’s Council. With a number of Administrative representatives participating in these Senates and Councils no comments or suggestions were made to make this change. Food Services is to remain as a program review Unit. Cindy will follow up with Leangela.

   Adjourned at 5:30 p.m.