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 18, 2014
4:00 p.m., LRC Conference Room

1. Call to Order
2. Approval of minutes (2/11/14)
3. Debrief on first training session- Cindy, Thea, Ahsen, Joni
4. Monitoring the new program review process
5. Other
Meeting Minutes - Approved
Tuesday, February 18, 2014
LRC Conference Room
4:00 pm – 5:30 p.m.

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

1. Call to Order - Cindy called the meeting to order at 4:10 p.m.

2. Approval of minutes – 2/11/14-deffered to next meeting

3. Debrief on first Training session- Overall positive comments from participants. Emphasis on identifying one “Author” per Unit to input information as well as one back-up “Author”. Forward Author names to Joni. Offered suggestions regarding input to program review through “Unit” and/or Division/Area meetings. Distribution of the 4 column report for input.

4. Monitoring the new program review process- general discussion primarily on the purpose of monitoring program review. A survey sent to all unit participants is one form of evaluation. Will focus the majority of the remaining meetings on this agenda item.

5. Other-
   • Outward facing PR Unit reports – Create pdf from 4 column report and post to COS website for public viewing. (Who will do this?)
   • Unit changes- written suggestions can be made to IPRC and in turn IPRC will make recommendations to District Governance Senate following appropriate timelines.
   • Discussion on creating a PR Help Desk and/or Q & A site. Will revisit this after all training has been completed.

Adjourned at 5:10 p.m.