Guest Emeritus: Ryan Barry-Souza

Agenda
December 3, 2013
4:30 p.m., LRC Conference Room

1. Call to Order
2. Approval of minutes
3. 2nd readings- District Governance and Academic Senates
   - December 10 (District Governance, 3:10 pm, Room 1)
   - December 11th (Academic Senate, 4:10 pm, Room 1)
4. Status on Survey 2013 for program review participants
5. Review training schedule for Spring 2014
   - Member sign-ups
   - Status on Program Review instruction manual and other materials
6. Other
Meeting Minutes -Approved
Tuesday, December 3, 2013
LRC conference room
4:30 pm – 6:00 p.m.

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

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

2. **Approval of minutes –deferred to next**

3. **2nd Readings- District Governance And Academic Senates**
   Reminded committee of meeting dates and times so that available members could attend. Reviewed revised *timeline* to include statement regarding adjuncts as well as remove the word evaluation related to VPs and President. Thea will revise and send to Cindy for inclusion in the District Governance Senate packet and send to Sondra for inclusion in Academic Senate packet.

4. **Status on Survey 2013 for program review participants**
   Ryan sent out the survey with a deadline of December 13 to complete. IPRC will review results at the first meeting of the spring semester.

5. **Review training schedule for spring 2013.**
   Draft of training schedule reviewed and accepted. Cindy will complete the final version to include room assignments and then send to members for sign-ups. The committee decided that at least 2 members should present at each session. An overall orientation will take place during Management Council and Instructional Council. Once the schedule is finalized Ahsen will upload to an Evite so Unit members can sign up. Christian continues to work on the Program Review Manual –will review at our next meeting. Joni will work on setting up practice program review training templates for IPRC.

6. **Program Review Audit- need to think about that process, defer to spring meetings**

7. **Spring Meetings of IPRC** -decided to meet the 1st and 3rd Tuesday of every month and to go back to 4:00 pm.
   Adjourned at 5:04 p.m.