

**Program Review and Outcomes Assessment Committee**  
**July 8, 2020, 1:30PM**  
**Minutes of Zoom Meeting**



PROAC co-chairs and the following members were present:

Dean Char Cepeda, Lisa HacsKaylo, Tayna Belyeu-Camacho, Roland Merar, Diana Hocog, Alexis Cabrera, Jerome Ortiz and Dennis Marcelo (both proxy for Director Adrian), and Geri Rodgers.

Absent Non-faculty Members: Adrian Atalig, Shelly Tudela, Shanthia Espinosa, Sue Atalig, Simon Necesito.

Absent Faculty Members (not required to attend summer meetings per PROAC co-chairs): Dr. Yunzi Zhang, Wil Maui, Lorna Liban, Mike Nurmi, Jesse Pangelinan, Adam Walsh

Handouts: See links below

A. Meeting called to order by co-chair at 1:40PM. Due to technical issues for Geri, there is no Zoom recording of this meeting.

B. Goals were presented:

1. To evaluate the action items related to PROAC from the Institutional Report in the Action Item Matrix. [Aligns with WSCUC Standard 4, CFR 4.1, 4.6.](#)
2. To evaluate program review processes and develop program review for NMC. [Aligns with WSCUC Standard 4, CFR 4.5.](#) **Suggestion to table by co-chairs.**

C. The table below summarizes actions concerning “Old Business” taken at the meeting:

**ACCEPT 7/8/2020 Agenda**

Motion to accept amended agenda by Dean Char and seconded by Tayna with **tabled** items:

- ❖ Goal 2 To evaluate program review processes and develop program review for NMC. (WSCUC Standard 4, CFR 4.5).
- ❖ New Business 1. Discussion of Program review manual ([Dominican University CA](#))
- ❖ New Business 2. [WSCUC Program Review Resource Guide](#)

No discussion.

Agenda accepted unanimously.

**ADOPT 7/8/2020 Amended Agenda**

Motion to adopt by Diana and seconded by Tayna.

Amended Agenda adopted unanimously.

**Adopt [June 10 Meeting Minutes](#)**

No discussion.

Motion to adopt by Roland and seconded by Diana.

Minutes adopted unanimously.

**Discussion**

- Dean Char opened the discussion on [PROAC Action Item Matrix](#) (originally tabled from 4/22, 5/20, and 6/24).
- There was background information on program review given by both co-chairs on the first item:  
    **“Simplify Process (p. 24 )** Evaluate the current program review process in order to simplify and streamline the process.”
- Geri shared the working template in AMS.
- Due to time constraints, it was decided that the matrix will be given as homework via email, so that each member can have the opportunity to add comments to the document. The discussion will continue at the next meeting on July 22.

**D. This is information regarding New Business:**

[Program Review Poll:](#) Due to a technical issue with the poll, Geri sent a new Zoom invitation ID to conduct the poll. The 5-question poll was used to see how PROAC members would evaluate program review at the college with the options of initial, emerging, developed, and highly developed. Each member present was able to submit a response and results were displayed on the screen, with some evaluating certain aspects of program review in the “initial” stages, while others stated NMC was “developed.” Geri will send out the results after the meeting via email. The results will also be discussed at the next meeting on July 22.

**E. Announcements:**

1. Geri shared two Google sheets (adapted from the Faculty Senate and Academic Council), which will allow for ease of accepting and reviewing the agenda and minutes before the actual meeting. This will streamline and save time. Special thanks to Adam for his suggestion of what is done in the Faculty Senate. The procedure will be adopted at the next meeting.
2. Next meeting: July 22 at 1:30PM
3. First meeting of fall semester: Aug 12

**F. Motion to adjourn by Roland. Seconded by Tayna. Dean Char adjourned the meeting at 2:36PM.**