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|  | **SAC Program Review Committee**  **Meeting Minutes**  **September 25, 2023**  **1:00p.m. – 2:00 p.m.**  **Zoom Meeting** |
| **Chair: M. Beyersdorf**  **Recorder: C. Emley** | **M. Beyersdorf, K. Bradley, Dr. Butler, L. Chavez, S. Eidgahy, C. Emley, Dr. Estrada, Dr. Jones, Q. Mayer, K. Smith, K. Walczak, and Dr. Weber.** |
| **Introductions** | **Welcome Dr. Sara Butler and Professor Quynh Mayer to the Program Review Committee.**  **Dr. Estrada is representing as Co-Chair for Student Services** |
| **Committee Meeting Minutes 2/27/2023** | **Approved M/S Emley/Smith**  **Abstain: S. Butler, L. Chavez, M. Weber and Q. Mayer** |
| **Committee Meeting Minutes 5/15/2023** | **Approved M/S Emley/Smith**  **Abstain: S. Butler, Q. Mayer** |
| **Meeting Time** | **1:00 pm to 2:00 pm is a good time for PR Committee to conduct business** |
| **Nuventive** | **Videos are now on the site to use Nuventive for four-year reviews**  **Deans and Managers will need to submit a yearly Program Review on Nuventive for Dr. Nery and President’s Cabinet to Review** |
| **Professional Development Workshop** | **Facilitated by M. Beyersdorf and K. Smith**  **Discussion on renaming Quadrennials to Capstone Projects** |
| **Programs with four-year reviews due 11/30/2023**  **M/S: Estrada/Smith**  **International Students Services will stand alone as its own entity with a capstone project due in four years 2027 (11 yes; 1 no)**  **M/S: Estrada/Smith**  **Health and Wellness Center will provide Capstone project in Fall of 2024 due to retirement (Unanimous)** | * English as a Second Language (SCE) * Global Business and Entrepreneurship * Legal Studies * Communication Studies * Philosophy * English * Auto/Diesel/Welding (three programs) * Fire Technology * Child Development and Education Studies * SLPA * EMLS * Chemistry * Mathematics * Nursing * Disabled Student Programs & Services (Student Services) * International Students (Student Services) The VP of student Services has request this 4 year be moved to Fall 2027 * Assessment (Student Services) * Career Center (Student Services) * Health and Wellness Center (Student Services) The VP of Student Services has requested this be moved to Fall 2024 as Manager over area retired |
| **Study Sessions for Programs** | **K. Smith: Will confirm Research Department involvement, dates, time and personnel** |
| **2023 / 2024 Goals**  **Review** [**SAC I&E Plan\_DRAFT**](https://rsccd.sharepoint.com/:w:/r/sites/ProgramReview/Shared%20Documents/General/Agendas%20%26%20Minutes/2022-2023%20Academic%20Year/Add%20to%200919%20meeting%20invite%20SAC%20I%26E%20Plan_DRAFT%20V1%20(5.23.2022%20Drafting%20Mtgs).docx?d=w7a961ba4b89348ecb48220e16a873e8c&csf=1&web=1&e=SPZaSk) **for potential Goals** | **M. Beyersdorf: Goals document will be emailed to committee members for review and discussion at next meeting** |
| **Program Review Committee: Purpose, Charge, Membership Structure** | **M. Beyersdorf: Committee document will be emailed to committee members for discussion at next meeting** |
| **Fall 2023 Meeting Dates** | **1:00 – 2:00 pm via Zoom**  **9/25/2023; 10/23/2023; 11/27/2023 and 12/4/22023** |
| **Program Review Committee Team Site** | **Committee Membership Updated by K. Smith and Dr. Estrada on Teams Site** |
| **Program Review Outcome** | **Sewing Machine from the Fashions Design and Merchandising has been relocated to the Learning Center in Dunlap Hall and many students are benefitting from this program review suggestion. Thank you, Kyla Benson and Kathy Walczak** |

**Adjourned 1:55 M/S Beyersdorf / Estrada**

**Minutes respectfully submitted by,**

**Catherine Emley, Department Chair Medical Assisting**

**9/25/2023**