

APPROVED Minutes– PRC

Feb. 14, 2018 3:30 p.m.

816 Classroom

Members:

x	Stacey Bartlett		Rob McCandless
x	Craig Carmena	x	Susan Meacham
x	Darren Gurney	x	Kathy Royce

Guests:

x	Chad Buell	x	Sharon Brisolara
---	------------	---	------------------

1. Call to order. 3:35 p.m.
2. Approval of 01.24.18 Minutes. Darren moved approval of the draft 1.24.18 minutes; Craig seconded; motion approved.
3. Introduction of guest(s). Stacey introduced Chad Buell, researcher who will be helping us with TracDat issues.
4. Discussion/Action
 - A. Review/Vote on Bylaws with changes that reflect College Council recommendation
Darren moved approval of the changes; Craig seconded; motion approved.
 - B. Review/Vote on AP4020 revised version 11.20.17 with our changes 01.24.18
Stacey questioned whether or not counselors should be added to the flow chart. It was the consensus that they are already included in the response loop. Stacey said she'd like to hold off on the vote until later in the meeting.
 - C. First review of draft evaluations of each program below:
 1. AA. 1498 University Studies: Oceanography
1st reading. With only two awards since 13/14, ESCI 16 not offered, and success rates declining, the tentative recommendation was to discontinue.
 2. AA. 1505 University Studies: Science Teacher-Earth
1st reading. Further discussion needed.
 3. AA. 1508 University Studies: Earth System Science
1st reading. A great discrepancy was found between the catalog and TracDat regarding this program. There appears to be only ONE core class. Further discussion is needed.
5. Reports
 - a. Institutional Assessment task force. No report.

6. Review Spring 2018 PRC workload

A. Review work assignments and assign due dates. The plan is to finish the University Studies and General Studies programs due for evaluation by the end of the spring semester.

7. Next Meeting: 03.07.18

8. Parking lot: [Style guide](#).

9. Adjournment. [4:56 p.m.](#)