

Minutes – PRC

April 07, 2022 12:30-2:00 pm

Join Zoom Meeting:
zoom; <https://shastacollege-edu.zoom.us/j/94290905664>

**PRC Spring 2022 meeting
dates: 1ST AND 3RD
Thursday 12:30-2:00**

**02.03
02.17
03.03
03.17
04.07
04.21
05.05
05.19**

1. Call to order
2. Introduction of guests/new members

Committee members present:

X	Stacey Bartlett	X	Rob McCandless
X	Kari Aranbul on behalf of K. Ashbey	X	Crystal Hilton
X	Nancy Skaggs	X	David Gatewood
X	Chelsea Hendershot	X	Jennifer Fox
X	Dan Bryant	X	Carie Palmer
X	Heath Johnson	X	Morgan Hannaford

Guest: Johanna Anderson

3. Approval of the agenda
4. Review/Approve minutes (02.17, 03.03, 03.17)
5. Discussion/action items:
 - a. Voluntary Discontinuance: Industrial Technologies / CL.3430. The committee reviewed the discontinuance form that the Industrial Tech faculty submitted. It was noted that there are currently no students enrolled in the program. Carie Palmer made a motion to accept the voluntary discontinuance as written, Chelsea seconded the motion, and the motion carried.
 - b. Jennifer Fox: Presentation of Curriculum Map for Academic Clusters. Jennifer Fox shared with a map of the three ECE completion paths (AS, AS-T, and C) and how each program learning outcome is included in each of the three paths.
 - c. Discuss PRC membership and Bylaws and review new DRAFT Bylaws. Stacey reviewed a few points in the bylaws that need editing (electing vs selecting members and minor/major changes to the bylaws). This has been

addressed with Academic Senate and they're okay with it. Chelsea Hendershot motioned to approve the changes to the bylaws, Kari Aranbul seconded, and the motion carried.

- d. Review process steps for AP 4021.
- e. Review webpage and Participatory Governance Manual –changes due by 04.22. The website will be updated soon, and Stacey has asked David to assist in writing and reviewing the PRC's part to be submitted to the manual.
- f. Handbook update. PRC-SET = Program Review Committee Self-Evaluation Team. Chelsea gave a “volunteer smile” and she is considering volunteering to review of this document.

March 3 minutes: Carie Palmer moved to approve the minutes as amended, Nancy Skaggs seconded, and the motion carried.

February 17 minutes: Kari Aranbul moved to approve the minutes, Crystal Hilton seconded, and the motion carried.

March 17 minutes Carie Palmer moved to approve the minutes, Chelsea seconded, and the motion carried.

- g. ACCJC Standard II. A 15 & 16. Draft is due May 2, including evidence-finding. Jennifer Fox will look at it
- h. Completing program reviews this term. Chelsea, Dan, Nancy, and Carie volunteered to tackle the back-logged program reviews, of which there are over a dozen. They are due to the committee in a couple weeks out, but there is no specific deadline.

6. Other

Parking lot:

The meeting was adjourned at 1:34 PM.