PRPP Coordinating Committee
Meeting Notes
March 28, 2014

Attending: Kris Abrahamson, Dan Famini, K.C. Greaney, Megan Lowry Reed, Jane Saldana Talley, Terry Shell, Gina Waggoner

1. Approval of Minutes for March 14, 2014
   None available. Kris will send Jane the minutes of March 14, 2014.

2. Continuous Quality Improvement
   - Dan noted that some prompts seem redundant from the chair perspective. He will bring back a list of those to a future meeting.
   - Dan asked about “bundling” vs. separating small equipment items. It was recommended that items that total less that $250 be bundled. Related items that cannot function separately should also be bundled.

3. PRPP progress, updates, and issues
   - The revised prompt to 2.5b looks fine.
   - The FT/PT workload percent report, the faculty within retirement range report, and the curriculum currency report have not yet been posted. Kris will submit those as soon as she is able.
   - Jane reported on how Program Review would be posted for public viewing. John has created a mechanism to gather together all reports into one document that will be posted online as a pdf. Later, these reports can be archived to create a record going forward. The college community should be notified when the reports are posted.
   - The college will need until the beginning of fall semester to assure that all reports are done correctly and ready for posting.
   - Jane will check with John Mercer about when the Distance Education data will be available.
   - Jane shared with the committee an email request from Karen Furukawa and Doug Kuula to attend the April 11 meeting to discuss data needs for the District Accessibility Committee and changing the prompt for section 2.4E. Jane agreed to schedule their attendance.

4. PRPP Long Term “To Do” List
   - Jane demonstrated the official PRPP/CC link on the Committees and Councils webpage.
   - Jane noted that at least once per year, the PRPP/CC needs to check in with constituents to consider how to make the PRPP a better tool for gathering the information that is most useful to them.
   - Jane noted that Grossmont College had a great publication for the visiting team on planning. It addressed basic questions such as “How do we plan?” and “What is program review.” She suggested SRJC might want to do a similar document. Mary Kay has a sample of the Grossmont one. Perhaps SRJC could do something similar.
   - Section audit. For quality control, should we try to audit one section of the PRPP this year? It was suggested that Katie Gerber could be invited to the meeting to discuss how the prompt on sustainability was being used.
• Kris expressed concerns about ACCJC and the shifting accountability measures that we are finding each year, for example, no longer is it acceptable to have just institutional SLOs, now we must have those in addition to general education SLOs. KC will send out a report that summarizes how other regions pursue accreditation.

5. **Next Meetings:**
   • April 28 will be a work session for some members of the committee
   • May 25 will be our Breakfast meeting at Lita’s

Notes submitted by Kris Abrahamson