

SAN DIEGO MESA COLLEGE

Program Review Committee

Integration Project Subcommittee Meeting – Administrative Services

Agenda – Wednesday, July 16, 2008, 9:00 – 11:00 a.m.

LRC 208

AGENDA

1. Welcome and Introductions
2. Review and Discussion of Integration Project
 - a. What is Program Review?
 - b. Recommendations Approved by President's Cabinet (*)
 - c. ACCJC Rubric (*)
3. Five Year Program Review Cycle – Placement of Administrative Services
 - a. Year One – Fall, 2008 (*)
 - b. Years Two – Five – Spring, 2009
4. Program Review Committee Membership/Lead Writers
 - a. How Many from Administrative Services
 - b. Who
 - c. Lead Writers for Year One
 - d. Lead Writer Training – Years One - Five (*)
5. Review of Program Review Handbook
 - a. 2007 Program Review Handbook (**)
 - b. Approved Revisions to Year One, Form 2 (**)
 - c. Next Steps
 - Administrative Services Revisions (*)
 - General Changes to Front Matter (Timeline and Introduction)
 - Year One Revisions
 - Years Two – Five Revisions
 - Review/Revise for Clarity, etc.
6. Next Meeting
 - a. Date/Time: July 30, 2008; 9:00 – 11:00 a.m. in LRC 208
 - b. Assignment
 - c. Research Needs
 - d. Other
7. Roundtable
8. Adjournment

YB/cp

(*) Handouts Included with Agenda

(**) Handout sent via email on July 14, 2008