

SAN DIEGO MESA COLLEGE
Program Review Committee
Meeting – Friday, December 3, 2010 12:00-1:00 pm
Room LRC 435

AGENDA

1. Welcome & Introduction of New Members
2. Review and Approval of Agenda (*)
3. Update on Lead Writer Trainings
 - a. Format
 - b. Content
 - c. Revised Liaison Assignments (**)
 - d. Next Steps
4. Review of Website
 - a. Year One/Year Two – Five Reports
 - b. Program Summaries (Abstracts)
5. Presentation to Board of Trustees (Kris Clark, Monica Romero)
6. Year One 2009/2010 Report (**)
 - a. Program/Service Area Reports (Liaisons to Provide Feedback)
 - Financial Aid
 - Health Information Technology
 - History
 - Mathematics
 - Medical Assisting
 - Multimedia
 - Music
 - Physical Therapist Assistant
 - Real Estate
 - Work Experience
 - b. Memo to President's Cabinet (In Progress)
 - c. Next Steps
7. Continuing Discussion – Lead Writer Work Load (*)
8. Roundtable
9. Adjournment

YB/cp

xc: Tim McGrath, Vice President, Instruction

(*) Handout Distributed at 12/3/10 meeting

(**) Handout sent via email on (11/19/10)