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Planning and Resource Council (PaRC)  
 Minutes of March 6 , 2013

ITEMS	TOPICS	LEADERS	EXPECTED OUTCOME
1	Welcome (and Introductions)	Judy Miner	
2a	Minutes of February 6	Judy Miner	Action
2b	Minutes of February 20		
3a	Faculty Request Cover Sheet 2013 Emergency	Peter Murray	Action
3b	Chem 2013 Faculty FTE Request Form		
4	Program Review Committee Update	Craig Gawlick	ActawA(96 cm BT 412c 41 C
4a	Recommendations		
4b-d	Rubrics: Instructional; Student Services; and Administrative Ur		

a full-time faculty resigning at the end of the academic year, as well as another faculty being granted PDL next year. Chemistry is growing 9% a year. The division had to hire four new hires in Spring 2013. It is critical to the department to continue this position.

Bernata said one of the concerns with the district is enrollment is declining. There is emphasis on ensuring enrollment numbers will sustain themselves this current year and the years to come. If enrollment declines, it may bring further budget cuts. We are looking in terms of stability. There may be additional unforeseen PDLs or resignations in the future, so it would be good to be proactive in anticipating this. There is minimal cost at this point.

ACTION: Chemistry FTE approved by consensus

#### ITEMS 4a: PROGRAM REVIEW COMMITTEE RECOMMENDATIONS (GAWLICK)

Craig presented. The committee has met and drafted the rubric. The work was done on a compressed timeline due to lack of committee representation at the start. The rubrics were emailed to everyone recently. It is being requested that the rules be suspended and the rubric be presented for discussion, feedback and action at this meeting.

ACTION: Rules of suspension approved by consensus.

#### ITEMS 4b-d: PROGRAM REVIEW RUBRICS: INSTRUCTIONAL, STUDENT SERVICES, ADMINISTRATIVE UNITS (GAWLICK)

Craig presented. He said there was discussion among the committee members to have 3 subgroups to handle the 27 program reviews that are tabled (each). If a program review receives red or yellow, then it will be brought back to the whole committee for discussion and review. With this being the first year of the rubrics, go through the process this year, and see what modifications must be had for the following year. Craig said the committee expressed concern with an administrator being part of the subgroup that is reviewing the division's/department's program reviews. Bob said that it might actually bring expertise to the table to help evaluate the program reviews comprehensively.

Judy thanked the committee for the hard work and all they have accomplished in a short timeframe.

