

**Summary
November 16, 2021
Via Zoom**

Present: Lauren Amundson, Kathleen Antokhin, Fernanda Davila, Jason Dunn, David Egert, Jonathan Eldridge (Co-chair), Sarah Frye, Nigel Haikins, Jon Horinek, Peggy Isozaki, Colleen Mihal, Lisa Morse, Greg Nelson, Janis Olson, Meg Pasquel (Co-Chair), Kristin Perrone,

Absent: Monica Rudolph

Guests: Katheryn Horton, Alina Varona

Agenda

The agenda for this meeting was approved.

Summary

The summary for the 11/2/21 meeting was approved.

SWAC Presentation – Alina and Katheryn

The Strong Workforce Advisory Committee (SWAC) works to ensure faculty, staff, and student involvement in recommending Strong Workforce and Perkins funding for all eligible CTE programs. SWAC makes recommendations to PRAC regarding all proposals and allocations for both Local and Regional Strong Workforce Applications.

SWAC would like to change its name and charge. They are proposing that their name be changed to the Career Technical Education Committee (CTEC), which would better define their work. After hearing SWAC's proposal, PRAC members suggested the following:

- Ensure that any changes to the committee are in line with GRC requirements
- Ensure that campus community understands what the committee does, the purpose of the RFP's, and the process
- Better explain how members of committee will be selected

Program Review Next Steps

Continuing the discussion on PRAC's participation in the PR process, Meg presented a step-by-step process.

- Step 1: Department facilitation
- Step 2: Manager feedback
- Step 3: GRIT feedback
- Step 4: Running through Governance according to purview
- Step 5: Back to department and managers
- Step 6: Department receive feedback for continuing PR

Members suggested the following:

- Add in a timeline to show how long the PR stayed at each step
- Add a step for Counselor review

The non-instructional PR template is still under development.

This topic will be further discussed at an upcoming meeting.

Spring Presentation Documents

Jon presented the drafts of the “Memo to Divisional Leaders” and “Amended Ground Rules and Guiding Principles” with the changes discussed at the 11/2/21 meeting. The group approved the revised documents and Jon will send them out to the divisional leads prior to Winter Break, so they can prepare their presentations for spring.

Other

Greg presented an explanation of the Stimulus Funds and how they were expemnded.

Subcommittee Reports

There were no Subcommittee reports at this meeting.

The next meeting will take place on Tuesday, 12/7/21.