1. Updates

2. Review the PR template

3. Incorporate Criteria for Full-Time Faculty. See attached. Susan has provided us the final version to take to GC. James will take it to GC to seek approval, and if we get it, we can move to incorporate it into PR.

4. Review PRIE Data Sheet options and select one. Discussion ensued regarding which pieces of information are essential. PRIE provided us two models based on our earlier requests. They include three years of demographic data so we can identify trends. They drop the projections box since this linear projection isn’t useful to us.

5. Consider department and division processes for prioritizing department plans and identifying division trends. IPC will work from these to determine necessary steps in college planning. IPC might be more involved in the trend i.d.

6. Review institutional planning process, identifying and incorporating PR trends. James will work with IPC to integrate PR more fully into college planning and assessment. We want SLO assessment to be front and center in college planning. And it is essential that department plans be addressed in college planning.

7. Update timeline for completion of paper forms with links. We want to have the forms completed by Nov 1, when the PRIE data is available.

8. Consider options for direct PR feedback to department. Governing Council and IPC need to consider the best method for giving departments feedback. Faculty need to know if they have done a reasonable job completing PR and they need to know if they’ve perhaps done too much. See below for options on the table.

9. Feedback Rubric
   a. Included a feedback section at end of PR form itself?
   b. IPC Rubric—IPC reviews each PR and provides feedback on a separate
c. ASGC Rubric—An ASGC sub-committee reviews each PR and provides feedback.

10. Plan model PR and Glossary or other support material—identify support materials to include.
Laura volunteered to complete an early PR to provide a model from a “small” program. Cheryl will complete the Math Resource Center PR to provide a Centers model. We’ll try to see if we can contact others who might also be completing PRs early. James might try to help get English done early so we can use that one, from a large department. So besides providing model PRs, James would like to organize PR study sessions leading up to the March 25 deadline, so faculty might work on them together or at least know where to go for help.