CERRITOS COLLEGE

TO: Members of the Program Review Advisory Committee
FROM: Miriam Tolson, Program Assistant II
DATE: November 24, 2009
SUBJECT: Minutes of IPR meeting – November 17, 2009

In attendance at the meeting:
Mark Fronke
Christina Fernandez
Todd Gaffaney
Lorraine Gersitz
Rachel Mason
Lola Rizkallah
Linda Rose
Shantal Voorwinden (Non Voting)
David Young

Absent:
Angela Beck (Excused)
Lorraine Edson-Perone
Nick Kremer
Cynthia Lavariere
Farid Wissa

Guest (s):
Chris Myers

Call to order – The meeting was called to order at 3:10 P.M.

1. Introduce New Members – Mark Fronke introduced the two new members to the committee and he and the committee welcomed them aboard. New committee members: Christina Fernandez, Fine Arts Representative, Shantal Voorwinden, Student Representative (Non Voting).
2. **Review/Approve Minutes from November 17, 2009 – Motion:** It was moved by Linda Rose and seconded by Lorraine Gersitz to approve the minutes of 11-17-09 as amended. **Action:** Motion was unanimously approved. The committee unanimously approved the 11-17-09 minutes as amended. Discussion: It was noted that the minutes should been corrected to indicate that Lorraine Gersitz not Lola Rizkallah made comments in item #5 regarding course content. In addition corrections made regarding first name spelling on “Farid” Wissa and :Mageya Sharp”. Action: **Motion** was unanimously approved by the committee as corrected during the discussion; the posted minutes will reflect the changes.

3. **Plastics Update - Plastics/Composites self-study draft** – Mark Fronke distributed the latest version of the Plastics self study report and stated that the report now appeared to conform to the established format. It was requested that the committee review the report and forward their comments to Miriam Tolson by Tuesday, 11-24-09 by noon.

4. **Updates On Other Programs** – Each liaison updated the committee on the Programs Under Review as follows. – CIS, Culinary Arts, Foreign Language – Mark Fronke and Todd Gaffaney, Philosophy – Mark Fronke and Lorraine Gersitz, Physics/Astronomy, and Reading. Dental Assisting/Dental Hygiene presentations were given at the last meeting on 11-3-09.

5. **Student Success Update** - A discussion was held regarding the indicators of success for students.

6. **Adjournment** – The meeting adjourned at 4:15 P.M

Next Program Review Meeting
Tuesday, December 1, 2009
3:00-4:30 P.M.
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