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| **SBVC Program Review**  |   | 11/05/2021 10:00-11:30 AM Zoom Meeting |   |   | **Minutes** |
| Members: | Daniel Algattas | x | Jessie Lemieux | x | X = Present A = Absent |
| Yon CheEdward JonesArmando Garcia | X | Kenny Melancon | A |
| Michael Mayne | X | Stacy Meyer | x |   |
| Tim Hosford | X | Joanna Oxendine, co-chair | X |  |
| Maria Lopez | X | Girija Raghavan | x | Guest:  |
| Celia Huston, co-chair | X | Bethany Tasaka | A |   |
| EJ | X | Victoria Anemelu | x |   |
| Eric Morden | x  | Anna Tolstova | x |   |
| Melissa King | X | Shalita Tillman | x |   |
| Kenneth Lawler | X | Kay Dee Yarbrough | X |   |
| David Smith | A |  Todd Heibel |  X |   |
| **AGENDA ITEM** | **DISCUSSION** | **FURTHER ACTION** |
| Call to Order | The meeting was called to order at 10:04 am.  |   |
| Approval of the minutes | The minutes were approved unanimously. Eric Morden pointed out that he was present at the September 17th meeting. |   |
| Prioritization-Needs Assessment | It was noted that the 19-20 results were skewed because of inconsistent voting. Celia asked if the committee wanted to go back to the previous system of ranking. In this, the Division rankings were used as a basis of determining the overall ranking. Joanna pointed out that the pilot needs assessment that was rolled out last year was clearly more objective and that we should not lose that objectivity. It was pointed out that scores were given for Division rankings within the needs assessment document. Joanna wondered whether we really need to look at the previous EMPs. Celia pointed out that there is always discussion about EMPs being done in a cut and paste manner, and that the data may not be current. The document was modified to reflect a range of points for the quality of the EMP document. Joanna pointed out that we could incorporate the Division rankings in the bonus points so that we use the Division rankings in some way within the document. There was discussion on areas that have a large number of needs, and it was pointed out that compiling the rankings creates a lot of friction withing the Division. Daniel suggested that the Division rankings be used as a tiebreaker. It was decided that reminders would be sent out to get the requisite number of votes needed for each request. An initial deadline would be set, a review of the number of votes would be done and then reminders sent out. It was also decided that members would need to recuse themselves from voting for items requested by their own departments and that 70% of the committee would need to vote on each item.  |   |
| Program Efficacy | Joanna suggested that we need to have more of the committee present before we make any decisions on what to do with program efficacy. Shalita said that she needs more clarifications on the questions asked withing the document and its relevancy to student services. Celia pointed out that we could postpone program efficacy for one more year while we work out how well the questions work. |   |
| Adjourn | The meeting was adjourned at 11:04 a.m. |   |
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