

**Program Review Committee
Navajo Tech**

Minutes

Attendees: Twilia Chavez, Henry Fowler, Tilda Harrison-Woody, Daniel McLaughlin (co-chair), Sharon Nelson, Anita Roastingear, Ragavanantham Shanmugam (co-chair), & Chris Storer Absent: Sheena Begay, Franklin Elliott, & Brenda Tom	Date: Fri Feb 4 2021 Start: 11:00 am End: 11:40 pm <i>The meeting was held via Zoom: 890 1559 5908.</i>
Agenda items & notes	Action & persons responsible
I. Approval of the agenda	
Approved by consensus.	
II. Previous minutes	
Approved by consensus.	
III. Reports	
None	
IV. Old business	
None.	
V. New business	
<p>1. Zoom recordings of presentations. Are partially complete only. One presentation (at least) did not get recorded.</p> <p>2. Follow-up survey. Shall we send out a short, simple survey to SST teams who recently presented Program Reviews? Questions would include: How useful was PR (on a scale of 1-10)? What worked well for your team? What opportunities exist for improvement? All agreed that we should do this.</p> <p>3. Summary Report draft:</p> <p>a. SST self-assessment: this was sent to all SST's in January. No one completed it. Shall we retain this section?</p> <p>b. SST presentation notes: some have been rec'd; others have not prepared them yet.</p> <p>c. OFI's analysis - first take jam session. Members reviewed last year's recommendations, which included carry-over recommendations from years prior. All agreed to schedule a Jam Session to outline OFI's on the basis final notes from SST presentations.</p>	<p>Follow-up as needed: co-chairs.</p> <p>Ask Sheena to develop, distribute, and gather data from a follow-up survey to SST's: co-chairs.</p> <p>Organize Special Meeting Jam session for outlining OFI's for final report: co-chairs</p>
VI. Announcements	
None	
<p>SPECIAL MEETING (PR Summary Report Jam Session) Wed Feb 23 • 3:00-4:00 • Zoom ID 890 1559 5908</p> <p>Regularly Scheduled Meetings Mar 4, Apr 1, May 6 (first Friday of each month) 11:30-12:30 via Zoom ID 890 1559 5908</p>	