

**Periodic Review Committee (PRC) Minutes**  
**Zoom Videoconferencing**  
**February 4, 2021**  
**8:00 a.m. – 9:00 a.m.**

*In Attendance:*

Lourdes Brent, Los Angeles Trade Technical College  
Shelley Eckvahl, Chaffey College  
Ric Epps, Imperial Valley College  
Rhonda Farley, Cosumnes River College  
Christie Howell, Bakersfield College  
Scott Lukas, Lake Tahoe Community College  
Judy Marasco, Santa Monica College  
Virginia May, ASCCC Executive Committee Vice President  
Yvonne Reed, Victor Valley College  
Nikki Visveshwara, Fresno City College

*Staff:*

April Lonero, ASCCC Executive Assistant

The committee discussed the structure and depth of the report with emphasis on promoting accountability and follow-up to the report. Members suggested including reporting timelines in report's recommendations.

Members discussed which recommendations and progress were still in progress and the timeliness of the public facing Academic Senate records. The committee noted alternative ways to gather evidence or determine status reports, including requesting the information from the Academic Senate Office and Executive Committee. The committee briefly reviewed the Academic Senate survey process and access to past surveys.

Members discussed a report format that reviews the status of the recommendations from the 2016-2017 Periodic Review Report, reviews current evidence, and proposes new recommendations as needed. The committee determined that evidence will be gathered at a broad level and sections will be expanded on based on concerns or lack of evidence.

Members reviewed the workload and requested status updates from the subgroups at the next meeting. Members recommended consistency in writing, reducing redundancy and narrative sections, and utilizing hyperlinks when referring to external resources.

The committee discussed the practice of Academic Senate Past Presidents continuing work for the Academic Senate with reassign time. May provided context on this process and it's dependence on the Past President's or Executive Committee Member's role, the current President's appointment, budget constraints, and project completion.

The committee will meet on February 18, 2021, at 8:00 a.m. to discuss the subgroups' progress.

The committee adjourned at 8:55 a.m.

Respectfully submitted  
April Lonerio, Executive Assistant