Section A.  Purpose

Clause 1  The Program Review and Viability Committee (PRVC) shall oversee implementation and evaluation of program review and program viability processes at East Los Angeles College. PRVC makes decisions to implement program review and program viability and submits policy recommendations to the East Los Angeles College Shared Governance Council (ESGC) for approval.

Section B.  Membership

Clause 1  The PRVC membership shall be comprised of voting representation from the following constituencies: administration, faculty, classified and ASU. There shall be an equal number of administrative and faculty committee members.

Clause 2  The approved membership consists of the following positions or designees:

**Administration**
- Vice President, Academic Affairs
- Vice President, Administrative Services
- Vice President, Student Services
- Dean of Curriculum
- Dean, Institutional Effectiveness and Advancement

**Faculty**
- Academic Senate President
- Academic Senate Vice President
- Curriculum Committee Chair
- Chair of Chair’s Council or designee
- Department Chair (Liberal Arts and Sciences) appointed by Academic Senate in consultation with Chairs Council
- Department Chair (Workforce Education) appointed by Academic Senate in consultation with Chairs Council
- AFT Chapter President
- Learning Assessment Coordinator

**Classified/Administrative Bargaining Units**
- AFT Classified representative
- Local 99 representative
- SEIU 721 Supervisors representative
- Teamsters representative

**Students**
- 1 ASU representative

Clause 3  Each constituency may designate a person to serve as an “Alternate” in the absence of a representative from that constituency. When serving as an alternate, that person shall have voting rights and count for determining quorum.
Section C. Co-Chairs

Clause 1 An Administrative Co-Chair and Faculty Co-Chair shall preside over PRVC meetings.

Clause 2 Each co-chair shall be selected by their respective constituencies and serve a term of two years. Co-Chairs may serve more than one term if elected to do so.

Clause 3 Co-Chairs shall be responsible for preparing and distributing a proposed agenda in advance of the meeting. They shall assist in the preparation of the minutes.

Clause 4 Co-Chairs shall share the responsibility of providing updates and presenting PRVC recommendations to the ELAC Shared Governance Council.

Clause 5 The Faculty Co-Chair shall be responsible for providing periodic updates of PRVC discussions to the Academic Senate.

Section D. Meetings

Clause 1 Meetings shall be held from 1:30 to 3pm on the first Monday of each month during the semester. This schedule may be altered by a simple majority of the committee. In the event of a holiday, alternate meeting dates and times shall be arranged. Meetings will also be held monthly during the intersessions depending upon member availability.

Clause 2 The College will provide support for the purposes of recording minutes. The minutes of each meeting shall be reviewed at the following meeting.

Clause 3 Meetings shall be open to all members of the campus community, and individuals may address the committee under the “Items from the Floor/Announcements” agenda item, no more than two minutes per individual or as time permits.

Section E. Viability Subcommittee

Clause 1 Requests to initiate viability must first be approved by the Viability Subcommittee before approval by the PRVC.

Clause 2 The Viability Subcommittee shall meet on an ad hoc basis and when required to consider requests to initiate viability.

Clause 3 The Viability Subcommittee will consist of all faculty and administrative representatives on PRVC as well as the PRVC AFT Classified representative and ASU representative.
Section F. Amendment of Bylaws

Clause 1 Amendments to the bylaws may be proposed by any committee member. A majority vote of the committee members shall be necessary for adopting proposed amendments.

PRVC Approved April 24, 2012
ESGC Approved May 14, 2012
PRVC Revisions Approved September 3, 2015
Academic Senate Approved September 22, 2015
ESGC Approved October 12, 2015