

**Periodic Review Committee (PRC) Minutes**  
**Zoom Videoconferencing**  
**March 18, 2021**  
**8:00 a.m. – 9:00 a.m.**

*In Attendance:*

Lourdes Brent, Los Angeles Trade Technical College  
Ric Epps, Imperial Valley College  
Rhonda Farley, Cosumnes River College  
Scott Lukas, Lake Tahoe Community College  
Judy Marasco, Santa Monica College  
Virginia May, ASCCC Executive Committee Vice President  
Ryan Sullivan, Mt San Jacinto College  
Nikki Visveshwara, Fresno City College

*Staff:*

April Lonero, ASCCC Executive Assistant

The committee discussed formatting and writing styles for the final draft of the report, determining that the report will be written in active voice and each section will begin on a new page.

A status update was provided on all sections of the report including the Introduction; Mission; Governance; Responsible Fiscal Stewardship; Professional Integrity; Openness and Disclosure; Inclusivity and Diversity; Grants, Programs, and Planning; and the Summary. The committee agreed to finalize all drafts by March 26, 2021 for grammar and formatting review. The summary will include any themes identified throughout the sections.

The committee discussed the appropriate depth of the Responsible Fiscal Stewardship section and the local senate visit follow up process.

The committee will meet on April 1, 2021, at 8:00 am.

The committee adjourned at 8:55 a.m.

Respectfully submitted

April Lonero, Executive Assistant