



Program Review Committee

**Minutes**

Date 01/17/2017 Start Time 3:35 AM Adjournment Time 4:25 AM Location Library 420  
 Type of Meeting  Regular  Special

<b>CHAIR</b>	Cyndy Robertson
<b>SECRETARY</b>	
<b>ATTENDEES</b>	Camille, Cordova, Hill, James, Leppert, McEacharn, Mullone, Robertson, Smith and Theodos
<b>ABSENT (EXCUSED)</b>	

**Agenda**

<b>GENERAL ANNOUNCEMENTS</b>		
Meeting was called to order by Robertson. New members Michael Camille and Ken Leppert were welcomed. Robertson provided an update on program evaluations from fall 2016. Robertson thanked the committee members for their work.		
<b>DISCUSSION TOPICS</b>		
There was a discussion of the terminology, assurance of learning plan, used in number 7 of the template and the types of assessment used for the review. Cordova made a motion and James seconded that the terminology be left as is and all voted in favor. There was discussion of what to do when reviewers knew of content that would help the scoring of the review but that was not included in the report. It was decided that this information would be listed in the comments but not used to change the evaluation. Robertson brought a question to the group about criteria for academically outstanding. Criteria was not in the template because the committee wanted it left to the program to determine their own criteria. There was some discussion about whether there was need for additional program review for accredited programs and the 34 total reviews (2 x 17) that 8 committee members must complete by the end of April 2017.		
<b>CONCLUSIONS</b>		
Robertson is to update the membership on the Moodle page and add a choice activity with the 17 programs to be evaluated Spring 2017. Committee members must select 4 or 5 each. The next meeting is scheduled for February 21, 2017 at 3:30.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Update Moodle Page	C. Robertson	January 20, 2017

Approved by committee/council chair  Yes on 1/23/17