Ad Hoc Program Review Process Committee

Minutes

Date 08/29/2013  Start Time 3:00 PM  Adjournment Time 3:50 PM  Location Lib 640

Type of Meeting  □ Special

CHAIR Ron Berry
SECRETARY Ron Berry
ATTENDEES Ron Berry, Gina Biglane, Eric Pani, Lon Smith, Don Smith, Christine Strunk, Paula Thornhill, Neil White

ABSENT (EXCUSED)

Agenda

GENERAL ANNOUNCEMENTS

DISCUSSION TOPICS

1. Dr. Pani thanked the members for agreeing to serve on the committee and explained the committee's charge.
2. The committee is charged with creating a process for evaluating academic programs, existing and new, that can be institutionalized. The committee will not be expected to implement the policy or evaluate programs.
3. Committee will complete their work by the end of October.
4. Dr. Pani shared a model created by the University of Louisiana at Lafayette as well as a book that had been used in previous program review processes at ULM. He agreed to provide a copy of the book to each member of the committee.
5. Dr. Pani answered a few general questions about the scope of the committee's work.
6. After Dr. Pani excused himself from the meeting, the committee discussed general ideas about the process.

CONCLUSIONS

1. Some questions that would need to be answered: 1) what defines a program, 2) criteria to use, 3) frequency of reviews, 4) are non-degree disciplines included, 5) who performs evaluations, 6) who reviews the reviews, 7) will results be open to public/others on campus.

ACTION ITEMS

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<th>ACTION ITEMS</th>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
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<tr>
<td>1. Book would be ordered and delivered to committee members.</td>
<td>Dr. Pani</td>
<td>9/6/2013</td>
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<td>2. Committee members would review material provided and be prepared to discuss at next meeting on 9/6/2013.</td>
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<td>3. Committee would clarify charge and expectations at next meeting.</td>
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