



## Program Review Committee

### Minutes

Date 09/30/2014    Start Time 3:30 PM    Adjournment Time 4:25 PM    Location Lib 641  
 Type of Meeting  Regular     Special

<b>CHAIR</b>	Don Smith
<b>SECRETARY</b>	to be selected
<b>ATTENDEES</b>	Matthew James, Brent Strunk, Rebecca Stephenson, Jose Cordova, Ron Hill, Jessica Lasiter, Paula Griswold, Donna Luce, Eric Pani
<b>ABSENT (EXCUSED)</b>	

### Agenda

<b>GENERAL ANNOUNCEMENTS</b>		
Today's meeting is a kick-off meeting with Dr. Pani presenting the background and purposes of the committee		
<b>DISCUSSION TOPICS</b>		
<ol style="list-style-type: none"> <li>1. Update ad hoc committee procedure where needed.</li> <li>2. Create a rubric containing guidelines.</li> <li>3. Create assessment form</li> <li>4. Establish report format for committee review</li> <li>5. VPAA will provide training on program reviews during Spring '15 university week.</li> <li>6. Order for review, originally by Dr. Pani, using accreditation dates and low completer programs.</li> <li>7. Chair to send BoR policies on their new program process.</li> <li>8. Possibly create a Moodle course for placement of info to be distributed to members.</li> <li>9. Check on any past reviews</li> <li>10. Which is more important to the boards: SCH or the number of majors?.</li> </ol>		
<b>CONCLUSIONS</b>		
Distribute relevant materials to be supplied by Dr. Pani.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
The next meeting will be scheduled within two weeks at 3:30 pm in Lib 420	Smith	10/8/14