



Ad Hoc Program Review Process Committee

Minutes

Date 09/10/2013 Start Time 2:10 PM Adjournment Time 4:00 PM Location Lib 414
 Type of Meeting Regular Special

CHAIR	Ron Berry
SECRETARY	Christine Strunk
ATTENDEES	Ron Berry, Lon Smith, Don Smith, Christine Strunk, Paula Thornhill, Neil White
ABSENT (EXCUSED)	Gina Biglane

Agenda

GENERAL ANNOUNCEMENTS		
DISCUSSION TOPICS		
	1. Criteria for existing program review were discussed.	
CONCLUSIONS		
	1. The Program Review Committee has identified a first set of criteria and weights to use in the program review process. The members liked the model proposed in the book, but narrowed the list down to 6 criteria (each may have multiple measures). They are: External Demand (20% weight) Internal Demand (20%) Outcome Quality (15%) Size, Scope, Productivity (15%) Financial (20%) Opportunities/Growth Potential (10%)	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. Dr. Berry would email criteria to Dr. Pani for feedback. 2. Dr. Berry would request information from Dr. Graves concerning the program financial sustainability committee listed in the strategic plan. 3. The next meeting was scheduled for 9/24/13 in Library 414.	Dr. Berry Dr. Berry	9/11/13 9/24/2013