



Ad Hoc Program Review Process Committee

Minutes

Date 10/01/2013 Start Time 2:05 PM Adjournment Time 3:10 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	<ol style="list-style-type: none"> 1. A draft of the Program Review Procedures was reviewed. 2. The composition and the role of the Program Review Committee was discussed. 	
CONCLUSIONS	<ol style="list-style-type: none"> 1. Dr. Berry presented the Ad Hoc Program Review Process Committee with a draft of Academic Program Review: Guidelines for Evaluating Existing Academic Programs & New Academic Program Proposals. It was decided to only review programs that are not accredited, since accreditation is a rigorous process in itself. The criteria for the program review report has been adjusted and weights removed. 2. Consensus was reached that program review reports would be reviewed by the standing Program Review Committee. This committee will consist of a tenured representative from each academic college and the library, a Dean, and the VPAA. This committee will read the program review reports, discuss findings as a group, and give constructive feedback. 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. Dr. Berry would make changes to the initial draft of the Program Review Procedures and email those to the committee members.	Dr. Berry	10/1/13
2. The committee members will review the new draft of the Program Review Procedures and send all corrections and suggestions to Dr. Berry.	Committee Members	10/15/13
3. The next meeting was scheduled for 10/15/13 in Library 414.		