Program Review Subcommittee Minutes

Date: October 4, 2018 | Time 12:15 pm – 1:30 pm

In Attendance

M. Hillstrom (Chair); R Joseph (CCOE); K. Roberts (HHS) B. Hardacre (CCOE); J. Hong (ECST); A. McCury, (EPC Liaison); K. Brown (Exec Secretary); K. Glapion (ASI Liaison); B. Hibbs (NSS); A. Chavez (Recording Secretary)

Excused Absence: M. Willard (Vice Chair)

Absent: Vacant (DALSA); Vacant (A&L); Vacant (ECST); Vacant (NSS)

Call to Order

M. Hillstrom called meeting to order at 12:20 p.m.

Approval of Agenda

The committee reviewed and approved the agenda with no amendments. M/S/P

Approval of Minutes 9/20/18

The committee reviewed and approved the minutes from 9/27/18. MSP

Announcements

K. Brown shared the following announcements with the committee:

- Graduate Studies Professional and Professional Schools Recruitment Fair 10/23

EPC Liaison Report: No liason report presented.

The PRS will not convene on October 18 as there will be no quorum due to conflicting commitments by several members.

External Reviewer Updates

The PRS has scheduled a time-certain for the MPA program on October 25. For Physics, Alma Zook has been confirmed as the non-CSU reviewer.

The teams assigned to each program discussed and decided on which two representatives should be invited to serve as external reviews, listed below:

- Modern Languages (M. Hillstrom & B. Hardacre)
  1. I. Lopez-Calvo (Non-CSU)
  2. Sarah Misemer (Non-CSU; alternate)
  1. J. Reeder (CSU)
  2. E. Benkov (CSU; alternate)
- Mathematics (M. Willard & R. Joseph)
  1. To be decided on by M. Willard and R. Joseph after today’s meeting.
- Biology BS-MS & Microbiology BS (A. McCury & J. Hong)
1. E. McMahon (Non-CSU)
2. Dessie Underwood (CSU)

- Food Science & Technology BS (B. Hibbs & K. Roberts)
  1. A. Prakash (Non-CSU)
  2. L. Were (Non-CSU; alternate)
  1. O. Li (CSU)
  2. S. Harmit (CSU; alternate)

- Rehabilitation Services BS (B. Hardacre & M. Willard)
  1. M. Andres (Non-CSU)
    - There is still a need for other potential external reviewers to be identified.

- Exercise Science and Kinesiology: Names have been received but Veronica is waiting for CVs.
- Graphic Communications: The list of potential reviewers is still pending from this program.

**Internal Calendar Review & Lead/Co Lead Assignments**

The committee broke into Leads and Co-Lead for 2018-2019 assignments, as listed below:

<table>
<thead>
<tr>
<th>Program</th>
<th>Lead</th>
<th>Co-Lead</th>
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<tbody>
<tr>
<td>Physics</td>
<td>Katherine</td>
<td>Alison</td>
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<tr>
<td>Biology BS-MS &amp; Microbiology BS</td>
<td>Alison</td>
<td>Katherine</td>
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<tr>
<td>Modern Languages</td>
<td>Mandy</td>
<td>Jai</td>
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<tr>
<td>Mathematics</td>
<td>Jai</td>
<td>Rebecca</td>
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<tr>
<td>Rehabilitation Services BS</td>
<td>Mandy</td>
<td>Alison</td>
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<tr>
<td>Exercise Science BS &amp; Kinesiology BS-MS</td>
<td>Barry</td>
<td>Bahiyyih</td>
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<tr>
<td>Food Science and Technology BS</td>
<td>Rebecca</td>
<td>Michael</td>
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<tr>
<td>Graphic Communication BS</td>
<td>Jai</td>
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<tr>
<td>Industrial Technology MA</td>
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<td>Mandy</td>
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<tr>
<td>Public Administration MS - Modified</td>
<td>Mandy</td>
<td>Bahiyyih</td>
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<tr>
<td>Industrial Technology BS - Spring Review</td>
<td>Bahiyyih</td>
<td>Alison</td>
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</tbody>
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**Adjournment**

The meeting was adjourned at 1:23 p.m.