

## Program Review Subcommittee Minutes

*Date: September 13, 2018 | Time 12:15 pm – 1:30 pm*

### In Attendance

M. Hillstrom (Chair); M. Willard (Vice Chair) ; R Joseph (CCOE); J. Hong (ECST); K. Roberts (HHS); B. Hibbs (NSS); A McCury, (EPC Liason); K. Glapion (ASI Liason); K. Brown (Exec Secretary); V. Ramirez (Recording Secretary)

Excused Absence: B. Hardacre (CCOE);

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

### Call to Order

M. Hillstrom called meeting to order at 12:15 pm.

### Approval of Agenda

The committee reviewed and approved the agenda.

M/S/P

### Approval of Minutes 9/6/18

The committee reviewed and approved the minutes from 9/6/18.

### Announcements

K. Brown shared the following announcements with the committee:

- **Assessment Mini-Grants:** The Provost approved funding for 10 mini grants at \$2,000 each for departemnts to work on assessment projects. Three info sessions to go over the guideliens and application process were provided. Two additional info sessions will be held next week on Sept 20<sup>th</sup> form 3-4 pm location- Innovation Hub in Library and Sept 21 from 12 -1 pm – location – ADM 313.
- CSU Virtual Fair 9/25
- Graduate Studies Professional and Professional Schools Recruitment Fair 10/23

EPC Liason Report: A McCurdy shared that EPC has not yet approved the Grad Learning Outcomes they are still under review.

### Review and Approve Templates

The committee re-revised the Self Study Template Section 5.0 (Department Faculty), the committee added that the Faculty Hiring Workbook will be a resource to obtain the faculty information since it is available to the department Chairs. Appendix F (GE Assessment) revisions were made to this section as well.

The following external reviewer committed to serve.

**Physics, BA, BS, MAS**

CSU - Chuhee Kwon, CSULB

**Non-CSU: Still Pending waiting on response**

- Umar Mohideen, UCR (1)
- Adam Scott Landsberg, Claremont Colleges
- Jean Turner, UCLA - Waiting for CV
- Alma Zook, Pomona College – Waiting for CV

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**Program Review Orientation Workshop – Time Certain: K. Brown**

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Tabled – To be discussed at next meeting.

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**Public Administration Modified Self Study Discussion**

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The committee requested for the Public Administration Modified Self Study documents to be organized in chronological order.

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**Adjournment**

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Meeting adjourned at 1:30 pm.