
Program Review Subcommittee Minutes

Date: September 27, 2018 | Time 12:15 pm – 1:30 pm

In Attendance

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

Excused Absence: K. Roberts (HHS); B. Hibbs (NSS); K. Glapion (ASI Liason)

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

Call to Order

M. Hillstrom called meeting to order at 12:21 pm.

Approval of Agenda

The committee reviewed and approved the agenda with amendments of moving up item #7 Public Health Administration Modified Discussion before item #6 Internal Calendar Review & Lead/Co Lead Assignments.

M/S/P

Approval of Minutes 9/20/18

The committee reviewed and approved the minutes from 9/20/18.

Announcements

K. Brown shared the following announcements with the committee:

- Graduate Studies Professional and Professional Schools Recruitment Fair 10/23
- Physics – External Reviewers have confirmed site visit to be scheduled.

EPC Liaison Report:

- A. McCurdy shared that EPC will be distributing the Grad Learning Outcomes to the 52 graduate programs for feedback. A. McCurdy shared that all committees are required to review their charge and provide an update to Academic Senate. A. McCudry inquired if there were any changes to the PRS Charge. The committee shared that the Charge was reviewed at the first meeting and no changes needed; the charge was reviewed a second time as new people joined the committee. M. Hillstrom will follow up with a memo to Academic Senate explaining that no changes were made to the charge.

External Reviewer Updates

As of today, we have received CVs for the majority of the programs with the exception of the Graphic Communication BS and Exercise Science BS & Kinesiology BS-MS. The departments have been notified that PRS will generate a pool of potential external reviewers for each program that does not submit its recommendations by October 1.

The committee assigned the following teams to review CV's as potential external reviewers. The committee will select the External Reviewers at next meeting:

- Modern Languages (M. Hillstrom & B. Hardacre)
- Mathematics (M. Willard & R. Joseph)
- Biology BS-MS & Microbiology BS (A. McCury & J. Hong)
- Food Science & Technology BS (B. Hibbs & K. Roberts)
- Rehabilitation Services BS (B. Hardacre & M. Willard)

Public Administration (MPA) Modified Self-Study Report & Develop Questions

The committee reviewed and finalized the questions for the MPA representatives. M. Hillstrom will email the MPA questions and confirm the time certain on 10/11/18.

Internal Calendar Review & Lead/Co Lead Assignments

The committee will work on the internal review calendar at the next meeting.

Adjournment

The meeting was adjourned at 1:30 pm.