

Program Review Subcommittee Minutes

Date: February 21, 2019 | Time 12:15 pm – 1:30 pm

In Attendance

M. Willard (Vice Chair); R Joseph (CCOE); J. Jong (ECST); A. McCurdy, (EPC Liaison); K. Roberts (HHS); B. Hibbs (NSS); K. Brown (Exec Secretary); V. Ramirez (Recording Secretary)

Excused Absence: M. Hillstrom (Chair); B. Hardacre (CCOE)

Absent: K. Glapion (ASI Liaison); Vacant (DALSA); Vacant (A&L); Vacant (ECST); Vacant (NSS)

Call to Order

M. Willard called meeting to order at 12:15 p.m.

Approval of Agenda

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

Approval of Minutes 2/14/19

The committee reviewed and approved the minutes from 2/14/19. M/S/P

Announcements

- EPC Liaison Report: A. McCurdy shared that the committee discussed the Class Syllabus Policy. EPC committee requested a second time certain and met with Provost Mahoney and Vice Provost T. Enders for further clarification regarding the impact and how it will affect transfer students.
- K. Brown shared the following:
 - WSCUC Site Visit will be held from Feb 27th to March 1st, 2019. The WSCUC review teams has a meeting scheduled with the PRS on Feb 28th from 8:15 am to 9:00 pm at ADM 313. The committee is also invited to attend the exit meeting on March 1st from 9:30 am – 10:00 am location: USU Los Angeles Room.
 - 27th Annual Student Symposium on Research, Scholarship, and Creative Activities will be held on Friday, February 22, 2019 from 8:45am to 5:00pm. The oral presentations will be held in USU & the Poster Session in GE Ballroom 3.
 - Annual Graduate Student & Faculty Mentor Recognition Reception will be held on April 16, 2019. We are currently accepting Faculty Mentor Nominations from students, and Student Nominations from faculty.

Discussion of Exercise Science & Kinesiology BS-MS (Leads: B. Hibbs & B. Hardacre)

- Time with Exercise Science & Kinesiology (HHS: R. Vogel, R. DeLeon; E. Wong-Kim) discussed the response to questions provided to the Program Review Subcommittee.

Final Reports Updates

- The leads will submit their completed report on **Monday, March 4, 2019**, for the committee to discuss and review on March 7, 2019.
 - Food Science & Technology BS (Leads: R. Joseph & M. Willard)
 - Modern Languages & Literatures (Leads: M. Hillstrom & J. Hong)
 - Exercise Science BS & Kinesiology BS-MS (Leads: B. Hibbs & B. Hardacre)

Review External Review Report and Develop Questions: Rehabilitation Services

M. Hillstrom and A. McCurdy will develop questions for the committee to discuss and review on 2/28/19.

Graphic Communication External Reviewer Update

The Graphic Communication department is requesting a second external reviewer to conduct a site visit. The department chair submitted a list of potential external reviewers. K. Brown will share the list with the Dept Dean and request approval.

Mathematics Site Visit Update (Leads: J. Hong & R. Joseph)

Tabled – to be discussed at next meeting.

Adjournment

Meeting adjourned at 1:30 pm.