

## Program Review Subcommittee Minutes

*Date: February 28, 2019 | Time 12:15 pm – 1:30 pm*

### In Attendance

M. Hillstrom (Chair); J. Jong (ECST); A. McCurdy, (EPC Liaison); R Joseph (CCOE); K. Roberts (HHS); V. Ramirez (Recording Secretary)

Excused Absence: M. Willard (Vice Chair); B. Hardacre (CCOE); B. Hibbs (NSS); K. Brown (Exec Secretary)

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

### Call to Order

M. Hillstrom called meeting to order at 12:16 p.m.

### Approval of Agenda

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

### Approval of Minutes 2/21/19

The committee reviewed and approved the minutes from 2/21/19. M/S/P

### Announcements

- EPC Liaison Report: A. McCurdy shared that the committee continue discussion on the Class Syllabus Policy.
- WSCUC Site Visit will be held from Feb 27<sup>th</sup> to March 1<sup>st</sup>, 2019. The WSCUC review teams has a meeting scheduled with the PRS on Feb 28<sup>th</sup> from 8:15 am to 9:00 pm at ADM 313. The committee is also invited to attend the exit meeting on March 1<sup>st</sup> from 9:30 am – 10:00 am location: USU Los Angeles Room.
- 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.

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

J. Hong reported that the external reviewers requested a review of their draft before final submission. The voted on not to provide feedback before receiving final report from external reviewers.

### Review External Review Report and Develop Questions: Rehabilitation Services

The committee review and approved questions for rehabilitation services time certain to be scheduled.

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### Graphic Communication External Reviewer Update

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The Graphic Communication department is requesting a second external reviewer request still pending.

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### Adjournment

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Meeting adjourned at 1:23 pm.