

Program Review Subcommittee Minutes*Date: April 18, 2019 | Time 12:15 pm – 1:30 pm*

In Attendance

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

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

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

Call to Order

M. Hillstrom called meeting to order at 12:19 pm.

Approval of Agenda

The committee reviewed and approved the agenda . M/S/P

Approval of Minutes 4/11/19

The committee reviewed and approved the minutes from 4/11/19. M/S/P

Announcements

- EPC Liaison Report: A. McCurdy shared the following:
 - The committee reviewed and the dicussed the Program Review Subcommittee memo request submitted by the PRS Chair. EPC is in agreement with the memo and will be submitting it to the Executive Committee.
 - The committee is currently revisiting the Continuing Student Policy.
- K. Brown shared the Graduate Student & Faculty Mentor Recognition program to the committee. The event was held on 4/16/19 it was well attended.

Review External Review Report and Develop Questions

- Biology BS-MS & Microbiology BS (Leads: A. McCurdy & K. Roberts): The committee reviewed and approved the final questions. K. Brown will schedule the certain with the department on 5/2.

Final Report Updates

- Rehabilitation Services BS (Leads: M. Hillstrom & A. McCurdy) the committee agreed to review and approve the final report via email by 4/19/19.
- Physics (Leads: K. Roberts & A. McCurdy) the final report will be submitted by the next meeting 4/25 for the committee to review.
- Mathematics (Leads: J. Hong & R. Joseph) the time certain has been scheduled on 4/25 at 12:30 pm – 1:00 pm. The final report will be ready by 5/2 for the committee to review.
- Graphic Communication BS (Leads: M. Hillstrom & B. Hibbs). The time certain has been scheduled on 4/25 1:00 pm – 1:30 pm. The final report will be ready by 5/2 for the committee to review.
- Biology BS-MS & Microbiology BS (Leads: A. McCurdy & K. Roberts) the time certain will be schedule on 5/2. A. McCurdy will work with K. Roberts on the final report it will be ready by 5/9 for the committee to review.

Review PRS Calendar

The committee reviewed the PRS calendar and agreed to the timeline of completing all final reports by 5/9.

Adjournment

Meeting adjourned at 1:30 pm.