

Program Review Subcommittee Minutes*Date: August 29, 2019 | Time 12:15 pm – 1:30 pm*

In Attendance

M. Hillstrom (Chair); M. Willard (A&L); L. Fu (B&E); R. Joseph (CCOE); J. Hong (ECST); E. Hernandez (NSS); Y. Ba (EPC Liaison); K. Brown (Exec Secretary); V. Ramirez (Recording Secretary)

Excused Absence: B. Hibbs (Vice Chair); K. Roberts (HHS)

Absent: B. Hardacre (CCOE); Vacant (A&L); Vacant (NSS); Vacant (ASI Liaison); Vacant (DALSA)

Call to Order

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

Introductions

The committee members introduced themselves by stating name and their department.

Program Review Subcommittee Overview: Committee Charge

M. Hillstrom provided an overview of the Program Review Committee charge for the new committee members. A canvas course is available for the Program Review Subcommittee Members to obtain the meetings communications and resources. Majority of the committee agreed to utilize google docs to collaborate when working on the PRS final reports.

Approval of Agenda

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

Approval of Minutes 5/9/19

The committee reviewed and approved the minutes from 5/9/19. M/S/P

Announcements

EPC Liaison Report: Y. Ba reported the following: The committee reviewed the New College Proposal: College of Race, Ethnicity, and Social Transformation. The committee is requesting additional information they developed a set questions to follow up. The committee also discussed the course syllabi template.

K. Brown shared the following announcements:

- EPC Liaison Report
- GRC Open House Sept 4th & 5th, 3-5pm in LIB N 124
- Data Pull – Sept 5th, Time Certain S. Moon
- Self Study Orientation, Sept 6th, 10am-noon in LIB N A124
- Graduate & Professional Schools Recruitment Fair, Sept 18th, 10am-2pm, outside JFK Library
- Assessment Mini-grants RFP- proposals due, Sept 27th
- Fall Graduate Thesis Workshops

M. Willard shared that the College of Arts Letters will be hosting the following event. **Connect the Dots: Professional Pathways into the Creative Industries**, Fri. Nov 1st, 9:00 am – 6:00 pm. Location: GE Ballrooms and Music Courtyard. This event will provide students with the opportunity to build skills and create connections with industry professionals through roundtables, panels, workshops, & more.

Overview of Program Review Process

M. Hillstrom provided an overview of the program review process. M. Hillstrom and Dr. Brown met with Yusuke Kuroki; from Institutional Effectiveness to discuss the data pull dashboard and Self Study Template. M. Hillstrom shared that revisions to the Self Study Template needed to be revised. The committee reviewed and revised Appendix B.2 Table B2.2 Graduate Student Enrollments in Headcount and FTES, 3.5 Service courses added definition, and in Appendix L, the committee added a column titled Service/Ge classes on the Table: Proportion of Classes Taught by Faculty Rank. The committee approved the self-study template with these revisions. The committee agreed to develop a list of changes that can be approved at the end of the academic year. M. Willard requested to add a narrative about Quality & Integrity of Degree to the template.

- K. Brown provided an update on the following programs that will be going under review this academic year:

College of Arts & Letters

English BA-MA

College of Business and Economics (deferred from AY 2017-18, *Modified Self Study*)

Business Administration BS, MS, MBA

Accountancy MS

Computer Information Systems BS

Health Care Management

Information Systems

Charter College of Education

Teaching English to Speakers of Other Languages (TESOL) MA

College of Engineering Computer Science & Technology

Industrial Technology BS (deferred from AY 18-19 *Modified Self Study*)

Industrial and Technical Studies MA (deferred from AY 18-19 Program Summary and Memo of Discontinuance)

College of Health and Human Services

Communication Disorders BA (Full Report) -MA (Modified) deferred from AY 18-19

Public Health BS (deferred from AY 2017-18)

Nutritional Science BS-MS (Modified) deferred from AY 2017-18

College of Natural and Social Sciences

Environmental Science MS (deferred from AY 18-19)

Geography BA-MA & Geology BS-MS

History BA-MA

Sociology BA-MA

- The following programs will be working on their self-study this academic year with three units release time.

College of Arts & Letters
Liberal Studies, BA

College of Business and Economics
Economics, BA-MS

College of Engineering Computer Science & Technology
Civil Engineering MS
Computer Science MS
Electrical Engineering MS
Mechanical Engineering MS

College of Natural and Social Sciences
Anthropology, BA-MA
Asian and Asian American Studies, BA
Natural Science BS
Political Science, BA-MA
Psychology, BA-MA-MS

Interdisciplinary Studies
Interdisciplinary Studies MA-MS (deferred 2020-2021)
Special Major, BA-BS - Memo of Discontinuance

The following programs will be working on their Modified self-study this academic year with no release time.

College of Engineering Computer Science & Technology
Civil Engineering BS (*ABET*)
Computer Science BS (*ABET*)
Electrical Engineering BS (*ABET*)
Mechanical Engineering BS (*ABET*)

College of Health and Human Services
Nursing BS, MS, DNP (CCNE)

Adjournment

Meeting adjourned at 1:30 pm.