Program Review Committee
November 4, 2022
11:30 a.m. - 12:30 p.m.
Zoom

MINUTES

I. Call to Order - 11:30 a.m.

II. Approval of Agenda - Motion to approve by Sheena, seconded by Anita

III. Approval of Minutes - Motion to approve by Christine, seconded by Dr. Fowler

IV. Scorecard and updates

   A. Scorecard - Two programs (Business Administration and Math) have completed their self-study reports and are preparing for their hearings. Three programs (Env. Science, Geographic Tech, and Law Advocate) have scheduled meetings with Dianna for help with their self-study. Dr. Ehteshami will follow up with Dr. Rags for Advanced Manufacturing. Dianna will follow up with Hotel/Restaurant Admin and Animal Science to offer help with the self-study.

   B. Data to be added to templates by Staff/Administration - Sheena Begay’s office added enrollment data to all self-study templates. Data from HR, Finance, and Career Services is missing. Dianna had reminded those organizations 3 weeks ago and offered her help, and will follow up again.

   C. Next actions - The deadline for completing self-study reports is the Friday of Spring Convocation.
V. Planning for Hearings
   A. Dates (Feb. 8-9) - Hearings are scheduled for Wednesday February 8 and Thursday February 9 from 9 AM - 12:00 PM. Please add these dates to your calendar. Anita shared that there had been prior discussion to change the hearing dates to a Thursday and Friday; however, the AY22-23 Program Review Guide has already been published with the timeline. The committee agreed to keep the dates as is, and change the hearings to Thursday and Friday next academic year.
   B. Availability - The committee will need to be available to attend the hearings on February 8 and 9, 9 AM - 12 PM. Faculty, please plan to schedule a class cancellation or an alternative project for your students on those two mornings, and state it on your Syllabus.

VI. Next Meeting Date - First Friday of Convocation
VII. Other Items: Dr. Fowler had reminded the committee at the last meeting of our need to address continuous improvement, as we are now in the fifth year of the five-year review cycle. Dianna asked that we table the discussion until Dr. Wheeler begins as co-chair in the Spring; the committee agreed.

VIII. Adjournment - Adjourned at 11:45 AM.

Attendees:
Dr. Becenti
Dean Henry
Dr. Fowler
Sheena Begay
Christine Reidhead
Dr. Ehteshami
Anita Roastingear
Chris Storer
Dr. Dekelaita-Mullet