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

II. Attendance - See above.

III. Approval of Agenda - Lorencita moved to approve, Anita seconded.

IV. Introduce and welcome new PRC members - We welcomed Lorencita Billiman and Dr. Arup Dey and thanked them for their willingness to serve on the committee.

V. Roles and responsibilities for upcoming events
   A. Meeting minutes - Committee chairs will alternate taking minutes.
B. Orientation duties (see below Orientation Agenda) - See notations in the Orientation agenda on p. 3 of this document.

VI. Updated Program Review guide approval - Anita Roastingear moved to approve the revised guide; Lorencita seconded. The committee voted unanimously to approve the guide. Dr. Agbaraji advised that he would send the list later in the day. We will revisit this item at the next regular meeting if needed.

VII. Postponement of Program Reviews - We had not yet been provided with an AY23-24 list of program advisors at the time of the meeting. Anusuya moved to table this item; Lorencita seconded. The committee voted unanimously to table the item.

   A. Engineering Technology
   B. Industrial Maintenance & Operations
   C. Mechanical Engineering

VIII. Next meeting date: October 6, 2023, 1:00 - 2:30 p.m. - NOTE: This is the PR Orientation, not a regular meeting.

IX. Adjournment - Dr. Fowler moved to adjourn; Dr. Dey seconded. Adjourned at 11:45 a.m.
Program Review Orientation Meeting Agenda for October 6, 2023, 1:00 - 2:30 p.m. on Zoom

I. Purpose of Program Review (TBD) - Dr. Fowler will present

II. HLC expectations (TBD) - Anita Roastingear will present

III. History of Program Review at NTU (TBD) - Dr. Fowler will present

IV. Program Review template for AY 2023-2024 (TBD) - Dr. Dekelaita-Mullet

V. Google Docs 101 (TBD) - Dr. Dekelaita-Mullet
   A. How to access your PR template
   B. How to edit and add data to your template
   C. Simultaneous editing in real time
   D. How to print your template
   E. Caution: Do not download/email your template or edit in Word

VI. Sample of good work (TBD) - Dr. Wheeler will present

VII. Timeline (TBD) - Dr. Wheeler

VIII. Q&A (All committee members)