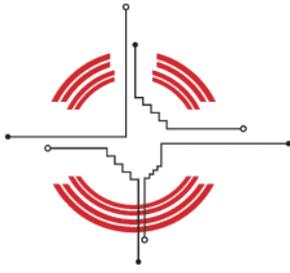
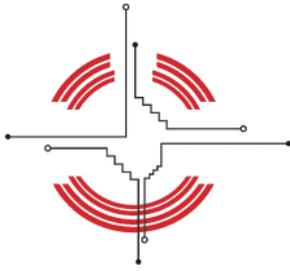


Program Review Committee Meeting Minutes	<p>Attendees:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Casmir Agbaraji <input checked="" type="checkbox"/> Sam Arungwa <input checked="" type="checkbox"/> Jennifer Wheeler <input type="checkbox"/> Shawna Begay <input checked="" type="checkbox"/> Sheena Begay <input type="checkbox"/> Lorencita Billiman <input checked="" type="checkbox"/> Prince Boahene <input checked="" type="checkbox"/> Henry Fowler <input type="checkbox"/> Tilda Harrison-Woody <input type="checkbox"/> Sharon Nelson <input type="checkbox"/> Anita Roastingear (excused) <input type="checkbox"/> Chris Storer <input type="checkbox"/> Sylvia Tyler <input type="checkbox"/> Brenda Tom <input checked="" type="checkbox"/> Anusuya Vellingiri
Date:	September 5, 2025
Start Time:	11:35 a.m.
End Time:	12:54 a.m.
Location:	Zoom

- I. Call to Order - **11:35 a.m.**
- II. Attendance - **See above.**
- III. Approval of Agenda - **Dr. Fowler moved to approve, Sheena seconded.**
- IV. Welcome new committee member (s) - Dr. Sam Arungwa was officially welcomed as a new member of the committee
- V. Roles and responsibilities for upcoming events
 - A. Meeting minutes - **Committee chair will take minutes.**



- B. Orientation duties (see below Orientation Agenda) - See notations in the Orientation agenda on p. 3 of this document.
 - C. Program invitation - Prince will send out the invitation to program advisors, administrators, and department chairs.
- VI. Updated Program Review guide approval - The Updated Program Review Guide was discussed extensively. Dr. Wheeler noted the need to include a statement specifying when new programs should undergo their first review. Prince indicated that he will add this note. The committee recommended that the guide be approved via email.
- VII. Program Review packet - Dr. Fowler noted that broader consultation is needed to ensure that appropriate mechanisms are in place before modifying the self-study template. Prince stated that certain departments were consulted during the process, although some did not respond. In light of this, the committee agreed that the updated information packet will be put on hold for this academic year to allow for broader consultation, and the current self-study template will continue to be used.
- VIII. Other business: Dr. Wheeler raised questions about Creative Writing and New Media programs undergoing review this academic year. The committee voted to exempt the Creative Writing Program and the New Media Program from program review for this academic year. Since these programs were separated this academic year, they are now distinct programs, and both require time to grow before undergoing review.
- IX. Next meeting date: October 3, 2025, 1:00 - 3:00 p.m. - NOTE: This is the Program Review Orientation, not a regular meeting.
- X. Adjournment - Dr. Fowler motioned to adjourn the meeting, Sheena seconded. The meeting was adjourned at 12: 54 a.m.



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**Program Review Orientation Meeting Agenda for October 3, 2025, 1:00 - 3:00 p.m. on
Zoom**

- I. Purpose of Program Review - **Dr. Henry Fowler**
- II. HLC expectations - **Prince Boahene**
- III. History of Program Review at NTU - **Dr. Henry Fowler**
- IV. Program Review template for AY 2025-2026 - **Prince Boahene**
- V. Weave 101 - **Prince Boahene**
 - 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/download your template
- VI. Sample of good work - **Dr. Jennifer Wheeler**
- VII. Timeline - **Prince Boahene**
- VIII. Q&A (All committee members)