

## **Meeting Minutes**

### **Program Review Committee**

**Thursday, April 27, 2017 • 3:30 – 4:30 p.m.**  
**• CO 305**

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1. Discussion of issue causing confusion due to old program review documents appearing on website. April has made request to Tony Goins to place latest version of documents on the site.
2. Several programs have completed their reviews and are ready to move the completed documents on to the next stage of the process.
3. Discussion of whether timeline may need to be altered. Determination that no adjustments are needed at this time.
4. Discussion of certificate review process development. Need to validate what certificates actually need a review as it is only those that are not part of a degree. May solicit a department to pilot a certificate for review, possibly Real Estate.
5. The electronic routing of documents will end with the Senior VP of Academic Affairs and does not need to include the President's Office. The final stage of administrative review will be between Dr. Cooley and Dr. Harrison via a process to be determined between the two.
6. Timeline needed regarding the Program Review AQIP Action Project. April will work with Bruce to finalize.
7. Next meeting set for Thursday, July 13, 2017 at 3:30 p.m.
8. Meeting adjourned.