

Meeting Minutes

Program Review Committee

Monday, September 30, 2019 • 1:00-2:00 p.m.

1. Round table discussion of current review status. Consensus that an email trigger to next reviewer based on posting of meeting minutes was preferable to a notice of each individual program ready for review.
2. Consideration of HLC visit team composition for Program Review session.
3. Discussion of CQI next steps based on current review experience. Items for consideration included:
 - Update Arts & Sciences Handbook with new majors and corresponding review dates
 - Evaluate several questions on current program review template for revision
 - Assess current workflow to determine if process can be streamlined without reducing quality of review
 - Develop more automated process to move reviews from one step to the next
 - Engage new Chief Academic Officer in dialogue around Program Review output to determine if additional changes are warranted
4. Next meeting set for Monday, October 21, 2019 at 1:00 p.m.
5. Meeting adjourned