

Program Review and Assessment Committee

~ Minutes ~

October 22, 2009

UL 1126

1:30 - 3:00 p.m.

1. Members Present: Aaron, Alfrey, Altenburger, Appleby, Baker, Banta, Bell, Boland, Borgmann, DeFazio, Hart, Fu, Gushrowski, Irwin, Joyner, Kahn, Majewski, Martin, Mzumara, Phillips, Pike, Ritchie, Shea, Singh, Smith, Steinberg, Urtel, Vertner, Wendeln, Wills, Young.

2. Approval of September 2009 Minutes

Approved.

3. Subcommittee Introductions and Planning Meeting

Chair J. Smith provided an introduction to each subcommittee and asked the chairs to introduce themselves and their subcommittees. The subcommittees include:

- Advanced Practitioners
- Graduate Issues
- Performance Indicators
- Grants
- Course Evaluations
- Program Review
- ePortfolio

Members were given an opportunity to meet with the subcommittee they were interested in serving on. The groups discussed past activities and future directions and chairs answered questions as needed.

4. Proposed Changes in Program Review

- Smith explained the intent of this discussion item. M. Urtel updated the committee on the program review revision process and framed possible discussion. Relevant topics included: (a) external review team choice—procedures and recommendations; (b) 1-1.5 year later follow-up discussion; (c) closing the assessment loop; (d) strategies for encouraging unit-wide reflection in the program review process; (e) overview of the current process.
- Recommendations for the Program Review Subcommittee to consider were solicited.

5. Update on “Ensuring Student Achievement of the PULs...”

- 10/30/09 was established as the deadline for units to update the PUL matrix.
- Experiences with developing five-year PUL assessment plans were related.
- Relevant campus resources and upcoming workshops were highlighted.
- Representatives of several schools provided updates on the process, including concerns and benefits.

6. Review of results from last meeting

Urtel presented, via wordle, a summary of the responses about the benefits of and barriers to implementing the PUL assessment process. This was constructed by the membership during the 9/24/09 meeting.

The group briefly discussed the top two barriers (communication and faculty buy-in) and how the campus might address them.

7. Looking Forward

Chair Smith reminded the membership of the following:

- Next Meeting: November 19, 2009 in CE 405**
- PRAC Grant Presentations will begin in November.

8. Meeting adjourned at 2:52 pm.

Minutes respectfully submitted by M. Urtel

****Note: The room for the November 19th meeting has been changed to Campus Center 405.**