Program Review Committee
Minutes
October 1, 2007

Present: Bill Wright, Warren Rogers, Eileen McMahon, Marianne Robins, Mark Nelson, Ray Rosentrater, Andrew Mullen, Barb Kennedy

Bill opened the meeting with prayer. Marianne indicated that our task this morning is to finish revising the 6 year template for Program Review and if time permits address some of the Faculty Senate concerns.

Discussion began with a newly added section on GE. Marianne advocated that we could not leave this section out. She noted that we need to reconcile department efforts for GE courses and major courses. As Marianne noted, some departments do well reporting on GE and then tend to do poorly on their departmental courses and vice versa. Some departments ignore the GE entirely. There should be strategies for imbedding assessment into GE courses which are being taught.

Ray noted that clear objectives have been identified in certain areas. He noted that the physical sciences have systematic ways of assessing. He reminded the group that the “thinking globally” GE courses included a final exam question which were copied and compiled for GE Committee review. The GE Committee has created a rubric for assessing the student work and they will conduct a sample survey of the work for assessment purposes. History 10 is another example of measuring learning outcomes as they administer a pre and post test to their students. The group agreed that this section should stand alone completely and add the words “if relevant” to the descriptive paragraph introducing the section. It will become section number 4.

We need to help faculty understand the organizational links between the PRC, GE and the departments. Andrew Mullen pointed out that we will need to be very specific in this section about learning outcomes as faculty will assume we are talking about the 6 Learning Outcomes.

The discussion moved to section 5, Resources. Referring to the “Schedule for the Six-Year Cycle” it was suggested that “copy of your budget” be added to the yearly tasks to get ready for the 6 Year Report.

Discussion moved to the last section titled “Future Plans”. This could be an opportunity section. Faculty agreed that we have to be careful that this section not become a proposal but rather title it “possible next steps, strategies”. In other words, they might be expected to put some “flesh on a dream but not expect an action plan”. This section should be setting up goals for the next 6 years. The Committee agreed to change the title to Long Term Vision.

The question was raised about adapting the template for the non-academic areas under Program Review. Eileen, Mark and Andrew agreed to work together to consider altering
Marianne noted that Disability Services is most ready to write a 6 Year Report so we should have a draft ready for Michelle Hardley by the end of the semester.

Marianne spoke briefly about the data collection charts which she compiled for History. It took her about 1 ½ hours and she was able to find most of the information on the web.

She asked for feedback on form BB. She will make changes to the template and send copies to Warren, Bill and Ray in order to present it for further feedback from Faculty Senate Tuesday, Oct. 2, 2007.

Recorded by,

Barb Kennedy

Revised 1/3/08