Program Review Committee
Minutes
October 21, 2008

Present: Warren Rogers, Ray Rosentrater, Tim Wilson, Bill Wright, Dave Marten, Marianne Robins, Barb Kennedy
Absent: John Blondell

The minutes from the Oct 7th meeting were reviewed with minor changes recorded.

The English Department’s Sept 2008 annual report was reviewed and suggestions made to the response memo which Marianne will be presenting at a noon meeting with the Department today. Their 6 year Program Review Report is due in 2010. It was suggested that an executive summary be added to the memo with major steps of what needs to be accomplished.

The Department also reviewed the Advising and Disability 6 Year Report submitted by Michele Hardley. Michele has requested an outside reviewer/consultant to meet with her. It was suggested that there should be a number of local resources we could potentially draw on as the community colleges have strong advising and disability services. In light of the fact this would probably not involve tremendous expense, Warren agreed that the Provost’s Office could fund this.

Minor suggestions were made regarding formatting of her report. It was agreed that all reports should have addendums included in the body of the reports for ease of electronic storage and posting on-line.

Submitted by,

Barb Kennedy