The minutes of October 21, 2008 were approved after minor changes.

The PRC received a heartening report on the progress being made in the English Department. The large number of goals is being focused and a couple of department members are working on moving assessment forward in selected areas.

The PRC discussed how to present the committee’s current work to the faculty at the upcoming meeting. It seems best to have someone other than the “usual suspects” do the presenting. Topics to be addressed:
   a. The search for a Director of Assessment – Identify the search committee.
   b. Clarify the difference between the annual and 6-year reports.
   c. Present the form to be used in the 6-year charts.
   d. Celebrate a list of achievements that have resulted from assessment work.

It seemed good to the committee that John Blondell should be the presenter.

The PRC discussed changes to be made to the 6-year template in light of the first 6-year reports. Several modifications to the presented revision were adopted. These changes will be presented at the December meeting of the Academic Senate.

Respectfully Submitted,
C. Ray Rosentrater