1:17pm start of the meeting  
Prayer by Tatiana Nazarenko  

**PRC Committee Members Introduction.** Tatiana reviewed the handout on duties and addressed the restricting of practices on the 6-year Reports and history of this decision. Chris will be reading all five 6-year reports this year with Tatiana and give feedback. Chris Call will be acting partially as the Accreditation Liaison Officer (ex officio) and as the interim Director of Institutional Research this year on the PRC.

**Election of Chair.** Tatiana Nazarenko is elected unanimously.

**Approval of PRC Minutes.** From 04/25/2017. It was acknowledged there were some changes during the summer months and some of the information in the minutes is not reflective of this.

**New procedures and evaluation of Six-Year Reports.** Teams were presented and discussed. Assignments and workloads were explained by Tatiana as well as E&B’s later February evaluation date. The document listing duties and the schedule for 6-Year Teams was discussed thoroughly. Clarifying questions of timeline and work were asked by various PRC members and answered. The evaluation document was discussed and it was decided to combine the last two categories into one and label it Completeness and Rigor. Tatiana will request and send out a previous External Reviewer’s visit schedule to PRC members for knowledge.

**Annual Report Assessments Update.** Showed rubric and briefly discussed process and LiveText. Grey and Marty will need Tori to help set-up LiveText accounts and instructions on usage. The order of operations for the Annual Reports was discussed by Tatiana.

**Program Review Assignments/Cohorts.** These were looked at and discussed.

**ILO video.** Tatiana will send link to all members for courses or faculty. We are doing Oral Communication this year and closing the loop on Diversity.

Meeting End: 2:43pm