Meeting started:

1. **Prayer** - Angela D’Amour prayed for the meeting at 3:36pm

2. **Minutes from December 7, 2022 meeting**
   After reviewing the minutes, Chair Nazarenko asked for any corrections or changes, hearing none she moved to approve the minutes. The motion passed unanimously.

3. **The Communication Studies program review meeting: Sandy and Michelle**
   - Sandy, Michelle & Tatiana met with Comm Studies faculty and provost to discuss the department’s review and final recommendations. It was a positive and engaging meeting.
• New Comm Studies faculty coming on board and that will be springboard to new discussions about the department and the major; will finalize the action plan for the department this summer when the new faculty member joins the department.
• Discussed visibility of the department and the pressure to grow enrollment; open to discussing ideas related to the minor
• Our policies made the Comm Studies department look closely at their outcomes, strengths and weaknesses, get external input and the department looked closely at their program and will establish action plan moving forward
• Capstone course is a challenge given many factors including changing number of majors, different interests of the faculty, etc.

4. Revisions of the PR Handbook (on Google Drive)
• pg. 2: 2013 WSCUC Handbook of Accreditation to 2022 Handbook reference; CFRs (Criteria for Review) added to reflect current criteria
• Pg 2: 7 year report includes - Added analysis of minors in addition to majors; edited language about student success to consider differentiations by demographic groups such as race/ethnicity, gender, and first generation.
• Pg 3: Dean of curriculum and Ed Effectiveness meets with each dept separately to discuss the 7 year report preparation process
• Jaron will update the links in the handbook once edits are completed by the PRC
• Pg 6: added language about the tone of the report in light of WSCUC review
• Question from Tatiana: If we’re putting more weight on minors will we consider sending alumni surveys to minors? Would we ask the same questions of minors as of majors? Seems to depend on the department - how many majors and minors, what are the minor requirements? Give the option to the dept to include minors. In 2019 GE survey was sent out; that needs to be done every 6-7 years; could we include questions in there about departments that primarily provide service to the college by offering GEs?
• Jaron Burdick may develop an alumni survey template on google forms; rather than lime survey
• Alumni Office will provide data for contacting alumni for survey

Meeting adjourned: at 5 pm.