



Program Review Committee

**Minutes**

Date 11/01/2016 Start Time 3:35 AM Adjournment Time 4:25 AM Location Library 420  
 Type of Meeting  Regular  Special

<b>CHAIR</b>	Cyndy Robertson
<b>SECRETARY</b>	
<b>ATTENDEES</b>	Cordova, Hill, James, McEacharn, Michaelides, Mullone, Robertson and Theodos
<b>ABSENT (EXCUSED)</b>	Smith

**Agenda**

<b>GENERAL ANNOUNCEMENTS</b>		
<p>Meeting was called to order by Robertson who read the minutes of the October 4, 2016 meeting. Corrections were made. Michaelides moved and Cordova seconded they be approved as corrected. All voted in favor. The guidelines document was discussed. Robertson provided information from Dr. Pani on the review of accredited programs. McEacharn opposed the statement that all accredited programs be required to go through the program review process. Corrections were made. Theodos moved and Cordova seconded they be approved as corrected. One opposed so the motion to accept the revised guidelines passed.</p>		
<b>DISCUSSION TOPICS</b>		
<p>There was a discussion of the way reviewers were to submit documents. It was decided that the members would submit the reviews to Robertson who would load into Moodle. There was a discussion of the review workload and the need for a December meeting.</p>		
<b>CONCLUSIONS</b>		
<p>Robertson will determine what reviews are still out by the end of November and call a meeting in December if necessary.</p>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

Approved by committee/council chair  Yes on