



## Ad Hoc Program Review Process Committee

### Minutes

Date 08/29/2013    Start Time 3:00 PM    Adjournment Time 3:50 PM    Location Lib 640  
 Type of Meeting  Regular     Special

<b>CHAIR</b>	Ron Berry
<b>SECRETARY</b>	Ron Berry
<b>ATTENDEES</b>	Ron Berry, Gina Biglane, Eric Pani, Lon Smith, Don Smith, Christine Strunk, Paula Thornhill, Neil White
<b>ABSENT (EXCUSED)</b>	

### Agenda

<b>GENERAL ANNOUNCEMENTS</b>		
<b>DISCUSSION TOPICS</b>	<ol style="list-style-type: none"> <li>1. Dr. Pani thanked the members for agreeing to serve on the committee and explained the committee's charge.</li> <li>2. The committee is charged with creating a process for evaluating academic programs, existing and new, that can be institutionalized. The committee will not be expected to implement the policy or evaluate programs.</li> <li>3. Committee will complete their work by the end of October.</li> <li>4. Dr. Pani shared a model created by the University of Louisiana at Lafayette as well as a book that had been used in previous program review processes at ULM. He agreed to provide a copy of the book to each member of the committee.</li> <li>5. Dr. Pani answered a few general questions about the scope of the committee's work.</li> <li>6. After Dr. Pani excused himself from the meeting, the committee discussed general ideas about the process.</li> </ol>	
<b>CONCLUSIONS</b>	<ol style="list-style-type: none"> <li>1. Some questions that would need to be answered: 1) what defines a program, 2) criteria to use, 3) frequency of reviews, 4) are non-degree disciplines included, 5) who performs evaluations, 6) who reviews the reviews, 7) will results be open to public/others on campus.</li> </ol>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<ol style="list-style-type: none"> <li>1. Book would be ordered and delivered to committee members.</li> <li>2. Committee members would review material provided and be prepared to discuss at next meeting on 9/6/2013.</li> <li>3. Committee would clarify charge and expectations at next meeting.</li> </ol>	Dr. Pani Members Members	9/6/2013 9/6/2013 9/6/2013