

Program Review Committee Meeting Notes – April 20, 2012

Location: Academic Commons #4

Present: Jessica Gibbs, Debby Blanchard, Debbie Chesser, Ed Burg, Theresa Shellcroft, Pat Wagner, Tim Johnston

- 1) The committee welcomed a new member, Pat Wagner
- 2) Discussion of the concerns of the Non-Instructional PRC in regards to the PR Handbook in regards to layout and process
  - a) Jessica Gibbs has volunteered to attend the next Non-Instructional PRC meeting (4/24/12) for clarification and discussion of concerns
- 3) Discussion of P.R.A.I.S.E. reports and Annual Update as live documents.
  - a) These documents are meant for use for budget decisions at any time. This language is now reflected in draft 9 of the PR Handbook.
- 4) Continued review of:
  - a) PR Handbook draft (attached draft #9)
  - b) Program Review Template (attached draft #2)
  - c) Annual Update Template (attached draft #2)
  - d) Appendix H: Five-Year Staffing Profile (attached draft #2)
  - e) Appendix E: P.R.A.I.S.E. Flow Chart (attached draft #2)

Next meeting: Friday, April 27, 2012, 10am-1pm, Academic Commons #4

Respectfully Submitted,

Jessica Gibbs