

Program Review Committee Minutes, October 23, 2014

Present:

Alfred Guzman, Roland Amit, Cara Miyasaki, Simon Pennington, Andrew LaManque, Pat Hyland, Cindy Fransisca,

Craig Gawlick, Elaine Kuo, Teresa Zwack are also on the Basic Skills Workgroup and came after that meeting completed.

Absent:

Dawn Girardelli

Tri Chairs – Al, Andrew, Simon

1) Introduction of new members- Cindy Fransisca and later Teresa Zwack introduced themselves. Cindy is the student representative. Teresa takes over for Katie Ha who resigned from the committee.

2) Minutes from the first meeting on October 2, 2014 were approved with no changes.

3) PaRC approved the PRC Charter at the last meeting. The templates have been approved. The timeline for PR has been posted and 3 training sessions scheduled. The rubric has been to PaRC for a first read. Karen Smith suggested spelling out PRC.

4) PRC approved the idea of sending out reminder emails to out-of-cycle programs.

5) The group spent most of the time looking at Spanish, Student Activities, and Anthropology from last year. The PR from last year was put side by side with the completed rubric. We reviewed the comments on the rubric and the rationale for them. We then compared that to the new rubric and how we will use it this year.

We agreed to meet in late January or early February to calibrate the use of the rubric using one PR as an example. We will block out a Friday in mid to late March to discuss our ratings.