**Program Review Committee**

**March 23, 2018**

**SS 104, Time: 9:00am**

**Notes**

**Participants:** Brady Reed, George Potamianos, Kris Chorbi,

1. CALL MEETING TO ORDER   
   Called to order by Brady Reed at 9:10am.

2. REVIEW & APPROVE 03/09/2018 NOTES  
Minutes approved unanimously

3. ACTION & DISCUSSION ITEMS

*3.1 Review Executive Summary Draft*

*3.1.1 Refine Program Review Themes*

Should we include programs that we are recommending to 4021 in the report.

Stephanie will send out a updated draft today. Committee will provide feedback by March 30th. The new draft will be sent by me by April 10th. For final consideration at our April 13th meeting.

*3.2 Finalize template revisions to send to Paul Chown*

Invite Paul Chown to next meeting to convey the changes we would like to implement on the template.

*3.3 Finalize Program Review process revisions*

4. OTHER/FUTURE AGENDA ITEMS

*4. 1 Follow-up Tasks*

* Approve Executive Summary, Template, and Rubric Revisions
* Recommendations of programs to the 4021 committee for revitalization.
* PRC membership requirements updates for IEC, Senate and CSEA
* Agendize Executive Summary for upcoming Board of Trustees meeting

**Next meeting: April 13, 2018, 9:00am – 11:00am in SS-104**