Program Review Committee  
Friday, March 28, 2014, 9a – 11a

Notes

Present: Joe Hash, Cheryl Tucker, Barbara Jaffari, Mike Cox, Dave Bazard, Jon Pedicino, Hillary Reed, Wendy Choate, John Johnson, Marcy Foster, Anita Janis, Phil Freneau, Crislyn Parker-support

1. Approve Notes from 3/14/14: Approved as stand.
2. Persistence Theme in Program Reviews: N/A
3. DE Advisory Committee Program Review Feedback – moved to future meeting
4. Standing Agenda Item: Executive Summary Items  
   a. Discussion about providing program faculty with student contact information with declared majors.
   b. Clarify instructions for completing data section 2. (Suggestion to have authors include both the district and program data; and if falls below or is extremely higher, add explanatory narrative.)
   c. PRC evaluators should check accuracy of data, if no comment is provided.
   d. Discussion with Dave about improvements to the assessment process: Because both certificates and degrees assessments are on the core requirement, and are the same for both, only one report should be required. Currently there is a requirement to do separate reports for each. This could have an impact on the program review assessment evaluations.
   d. (Crislyn-discuss setting 90 minute meetings in the future.)
5. Continue Evaluations: Completed.
4.1 Instruction:
   Complete Data section for 3/14/14 Reviews
   - Drafting Tech
   - Historic Preservation
   - Manufacturing Tech
   - Welding Tech
   - Hospitality, Restaurant Management
   - Fine Woodworking
6. Other:
7. Future Agenda Items: