

# Notes from PARC Meeting

## Program Assessment and Review Committee

October 22, 2009

Sage Hall 2030

1 p.m. to 2 p.m.

Mike Riley(BUS/ECON)  
Steve Lefevre (APP)  
Kathy Musashi (APP)  
Harley Baker(PSY)

Nelle Moffett(IR)  
Peter Smith(COMP)  
Greg Wood(PHYS)

Marie Francois(HIST/CS)  
Ed Nuhfer (FD)  
Betsy Quintero(ECS)

Absent:  
Liz King(ART)  
Tiina Itkonen(EDU)  
Jaye Smith(BUS)  
Karen Jensen(NRS)

Simone Aloisio (CHEM)  
Stephen Clark(SPAN)  
Jesse Elliot(MATH)  
Don Rodriguez (ESRM)  
Alex McNeill(LS)

Scott Frisch(POLS)  
Nancy Mozingo(BIOL)  
Luda Popenhagen(PA)  
Brad Monsma(ENGL)  
Dennis Downey(SOC)

1. **Notes.** Steve Lefevre reviewed the notes from the last meeting. A correction was made to item 2, Assessment, adding that the first step in the process is to make sure the Outcomes are assessable (Nelle Moffett).
2. **Program Review Calendar.** Steve Lefevre handed out the summary Program Review Calendar for the site visits. They begin in November and run through December. He reviewed the selection process and thanked Kathy for her work on tracking the candidates.
3. **Program Review Overview and Program Review Template.** Steve handed out the Overview for External Reviewers and Rubric. As agreed at the last meeting, slight revisions were made modifying the form. Additional changes were made to the form, separating many of the focus questions. Kathy and Steve will ensure incorporation into the form. The newly revised form will be used in the next program review process as the current candidates already have an earlier draft to work from.

It was suggested that we ask the External Reviewers for their comments on our process. Kathy advised the committee that during regular conversations with them, they had been asked to comment on our process as their visits proceed.