Notes from PARC Meeting
April 28, 2009
Sage Hall 2030
3 p.m. to 4 p.m.

Simone Aloisio  Don Rodriguez  Harley Baker  Mike Riley
Scott Frisch  Liz King  Nelle Moffett  Steve Lefevre (cochair)
Alex McNeill  Amy Denton  Stephen Clark  Peter Smith
Tiina Itkonen  Jesse Elliot  Betsy Quintero  Dennis Downey
Jaye Smith  Marie Francois  Karen Jensen  Brad Monsma
Greg Wood  Ed Nuhfer (cochair)  Luda Popenhagen  (cochair)
Guest:  Kathy Musashi  Dawn Neuman

1. **Review of Notes and Program Review Calendar** - Steve Lefevre distributed a draft program review calendar which will be posted on the Academic Programs website. Tiina Itkonen asked about Education’s calendar dates, and the group discussed the dates for the masters degree’s pilot study reviews.

2. **SUB-COMMITTEE REVIEWS.** The following Sub-Committee reports were reviewed:

   A. **Art PARC Report** – The report was reviewed by the Committee and various comments were made for improvement, including specific citations in the report. Changes were noted and amendments will be made to the drafts.

   There was a consensus that the term “Considerations” replace “Areas for Improvement.” That amendment will be made to all of the Committee reports. A motion was made and seconded to accept the Art Program Report with changes.

   There was considerable discussion from the provost that certain implied promises may be interpreted by readers of the reports. She suggested and the Committee agreed to an umbrella statement at the front end of each of the reports indicating the perspective from which the report was written. Dawn also suggested and agreed to forward to Steve Lefevre, an excel grid that notes the “considerations” with reference to resources and a timeline. This will be considered as a format for future program review reports. Everyone agreed a common format, for external reviews as well as for PARC reports, would enhance the readability and comparability of reports. Dawn also noted that she would appreciate a more focused message from the Committee on just what the External Reviewers are to focus upon. She noted that she was newly arrived on campus when this began and felt it could be more beneficial if she could give more direction from her own office. The Committee had already agreed in its review of the Guidelines to include more specific detail to be given to the External Reviewers before they come to campus.

   B. **Mathematics PARC Report** – Steve reviewed the comments from Jesse Elliot’s recent email and several of those were accepted into the report. Several questioned the lengthy description of ‘programs as learning centered organizations’ in the Math report, and agreed that description should be reduced as included in each of the PARC reports. The Math report will be redrafted to include these changes and disseminated to the Committee.

It was agreed that another PARC meeting will be held to review and approve the English and Liberal Studies reports.