

PROGRAM REVIEW COMMITTEE
Minutes
February 26, 2001

Present: Jenkins; Armstrong; Lin; Gabriner; Podenski; Handler; Schaeffer;
Cabral
Absent: Starr

1. Update on Senior Administrators

Frances Lee agrees with recommendation of Continue status for Mathematics. She will read and review the Institute for Education and Math Bridge reports.

Peter Goldstein will get back to Jim Armstrong about the committee's concerns re: Mail Services/ Custodial reports.

2. Office of Public Information

The deadline for the addenda to the report will be the middle of March

3. Chancellor Day

Committee members discussed the concern of linking program review with budget allocations. This will be one of the topics to discuss with Dr. Day when he meets with the PRC in March.

4. CIS Report

The committee will recommend an Expand status for CIS in the areas of technical support; maintenance and repair; supplies; staffing. The PRC also recommends to the Provost that classroom scheduling be re-examined to give more priority to CIS classes in quality facilities. The committee also supports a re-evaluation of the minimum qualifications by the State Academic Senate for CIS faculty. Members wanted the recommendation to include a commendation for the quality of the report. They also expressed concerns related to lack of faculty for the programs in CIS; limited facilities; and constraints on CIS programs being able to participate in citywide collaborations on IT training due to lack of staff.

5. Aircraft Maintenance Report

Members expressed concerns related to:

1. No signoff sheet containing the Dean's signature
2. No data in the report related to enrollment or student success
3. Outreach plans were vague and needed to be developed further
4. Implementation of Advisory Committee is not complete
5. Lack of discussion on faculty and staff morale
6. No information on student achievement of certificates or licenses
7. No clear delineation of what role the counselor plays in the outreach or advisement of students
8. The report lacks a planning matrix

9. There was no substantial information about a regional training facility although it was mentioned in the report. Members felt that a written addendum to these concerns would be appropriate.

6. Chemistry Report

The committee will recommend a Continue status to the Provost. There was an extensive discussion of enrollment trends in the department and steps already taken and planned to address this issue.