

PROGRAM REVIEW COMMITTEE

Minutes April 15, 2002

Present: Jenkins; Bolding; Armstrong; Gabriner

1. Office of Instruction Program Review
A preliminary review of the report was discussed and members indicated they felt the report lacked details. It was agreed that the full committee needed to read and discuss this report at the May meeting.
2. Architecture
Committee members discussed the status of the architecture department's program review. It was agreed that the department chair would be invited to the May meeting of the PRC.
3. Proposed Checklist
The committee members discussed the establishment of a checklist for each unit conducting a program review as a way of reminding the units of what each report should contain. Bob Gabriner will draft a checklist for the May meeting.
4. Agenda for May 13, 2002
The agenda will include:
 - Review of draft checklist
 - Review of 2002/3 program review schedule
 - Discussion of Office of Instruction program review report
 - Discussion with Architecture department chair
 - Discussion of three year status reports.