

Academic Program Review Council

Minutes of December 2, 2011 meeting, 2 pm, Swenson 2005

Attendance: Kropid; Jacobs; Li; Stocker; Tucker

1. Approval minutes – Stoker/Kropid (approved with minor clarification of reference to the ‘6 questions’)
2. Announcements. Jacobs reported that APRC has not yet received the Program Review from HHP. She also reported that she is drafting a response to Natural Sciences based on council discussion, which she will send to the Chair. APRC asks that Natural Sciences work diligently to complete the document based on the guidelines.
3. Discussion - Program Review Template (formerly SSCI):
 - a. Should the council develop specific guiding questions *before* the review, or rather develop questions as a response to what we see (or wish to see) in the individual reviews.
 - b. Explanation of ad hoc work: Overall Executive summary to be written at the DEPARTMENT level.
 - c. Still open for revision: Tables – what data is of most use...how many years? This was still unclear. Institutional Research can provide any set of years requested, back to 10 years at this point. The decision of how many years to look at should be based on the need of the department/program.
 - d. For the reports currently due and underway, council members are tasked to come up with questions we believe should be answered as a result of program review, and then examine the latest version of the document (along with the directions given to the department/programs) in order to determine if our questions are being addressed (or the document needs more modification).
4. Meeting times for next semester.
 - a. Opening Week: Tuesday Jan. 17 – 1 pm – 3pm. SET UP MEETING TIME (See if can 2005 swenson).
 - b. Set up a Doodle Poll by ½ hour. 2-4 pm Th best time?

Adjourned 2:35 pm

[recorder: Laura Jacobs]