

## **Program Review Committee Meeting**

**February 24, 2023 11:30 a.m. (Zoom)**

### **Minutes**

1. Call to order/Roll call - 11:36 a.m.
2. Approval of February 3 minutes - Motion by Sheena to approve, seconded by Anusuya.
3. Status update on reviews

Please see the Scorecard attached below. 6 programs completed their reports and presented at the Committee's hearings on February 8 and 9. Of those 6, 5 programs submitted the self-study rubric; we are waiting for Environmental Science to submit their rubric.

One program opted not to participate in the Program Review. At an upcoming meeting, the committee will discuss ways to improve compliance.

One program, Animal Science, currently has no advisor, and at an upcoming meeting the committee will vote on how long to postpone their review.

The committee will discuss how to resolve non-compliance at a future meeting.

4. Next actions

Given that NTU currently has no assessment director, the bulk of report writing falls on the committee chairs. Both chairs have full course loads and participate in other leadership and committee work, making the deadlines (March 3 for the draft, March 24 for the final report) unreasonable. The chairs will request an extension of 30 days to complete the report. Chairs will follow up with the committee on this item at the March 3 meeting.

5. Awards for best reviews

Dr. Agbaraji has funds to spend on awards for the best program reviews. The awards will include a certificate and a cash incentive, and will be presented at the Fall Convocation. We would like to reward the programs in three categories: collaborating with the committee (meeting deadlines), completeness, and improvement/action plans. The PRC chairs will create a simplified checklist of

3-5 criteria to assign a rating to the programs. Items to be discussed further include: vote on the checklist at the next meeting, decide the amount of awards, decide how to distribute the award funds in Programs with multiple members.

6. Next meeting: March 3, 11:30 a.m.

7. Adjournment - Motion by Anusuya and seconded by Sheena. Meeting adjourned at 12:00 p.m.

<b>Attendees</b>	<input checked="" type="checkbox"/> <del>Sheena Begay/Wanda Jimmie</del> <input type="checkbox"/> Tilda Harrison-Woody <input type="checkbox"/> Henry Fowler <input type="checkbox"/> Sharon Nelson <input checked="" type="checkbox"/> Anita Roastingear <input type="checkbox"/> Ragavanantham Shanmugam <input checked="" type="checkbox"/> <del>Chris Storer</del> <input type="checkbox"/> Cheryl Thompson/Leland McCurtain <input type="checkbox"/> Brenda Tom <input checked="" type="checkbox"/> <del>Anusuya Vellingiri</del> <input type="checkbox"/> Shawna Begay <input checked="" type="checkbox"/> <del>Dianna Dekelaita-Mullet</del> <input checked="" type="checkbox"/> <del>Jennifer Wheeler</del>
<b>Date</b>	February 24, 2023
<b>Start Time</b>	11:30 a.m.
<b>End Time</b>	12:00 p.m.
<b>Location</b>	Zoom