

MINUTES

Program Review Subcommittee

Date: October 6, 2016 | Time 12:15 pm – 1:15 pm

In Attendance

Raquel Ackerman, Karin E. Brown (note taker), Mandy Hillstrom, Taewon Kim, Michael Willard, Mario Castaneda, Ken Ryan

Excused: Michael Germano

Call to Order

M. Willard called the meeting to order at 12:23 PM.

Approval of Agenda

- K Ryan approved, M. Castaneda 2nd

Approval of Minutes

- K. Ryan approved, M. Hillstrom 2nd

Announcements

- Members were encouraged to nominate themselves to serve on WASC Steering Committee
- The committee was notified that there will be no meeting the following week and the next meeting will be scheduled until the external reviewers are identify.

Proposal to update Self Study Template to include GE Assessment

- W. Tikkanen provided an overview on GE assessment to be included in the self-study template.
- The committee agreed to include the GE Assessment to the Self Study report.

Review/Update Template of Self-Study

- The committee requested that examples of self-studies that reflect best practice be made available. Committee also requested a copy of the slides from the Program Review Orientation Workshop.
- T. Kim requested timeline for future meetings.

Template of Report for Program Review

- Discussion of reassignments of self-study reviewer leads includes as follows:
 - **College of Arts and Letters**
 - Communication Studies BA, MA (R Ackerman & M Castaneda)
 - Television, Film & Media Studies: BA, MA (M Willard)
 - Television, Film, and Theatre: MFA (K Ryan)
 - Theatre Arts and Dance: BA, MA (G Menezes)

 - **Charter College of Education**
 - Urban Learning: BA – (T Kim)
 - Educational Leadership: Ed.D. (M Hillstrom)

Possible Rubric for Evaluating Self-Study Document

- Not discussed

Self-Study Reports – Dissemination Updates

- Postponed until available

New Business

- None

Adjournment

The meeting was adjourned at 1:35 pm