



Program Review Subcommittee Minutes

PRS17-03

Date: September 21, 2017 / Time 12:15 pm – 1:30 pm

In Attendance

M. Willard (Chair); M. Hillstrom (Vice Chair); R. Dean (A&L); B. Cerqueria (CCOE); E. Hernandez (NSS) ; I. Brooks (ASI Liaison); A. Ellis (EPC Liaison); M. Castaneda (CCOE); (CCOE)

Excused Absence: K Roberts (HHS); K. Elliott Brown (Exec Secretary/recorder); B. Hibbs (NSS); G. Menezes (ECST);
Absent B&E (2-Vacant); ECST (Vacant)

Call to Order

M Willard called meeting to order at 12:19 pm.

Approval of Agenda 9/21/2017

The committee approved the agenda in the following order:

- Review and approve text for EO 1071
 1. Review and Comprehensive assessment plan template
MPH sample
 2. Service course evaluations

M/S/P

Approval of Minutes 9/14/2017

M/S/P with corrections

Announcements

- Attendees introduced themselves by stating name and their department.

Review and Approve Text for EO 1017 and include in self study

The committee reviewed agreed to include the following language to the self study template: According to Executive Order 1071—Revised January 20, 2017—additional discipline-based required content may be achieved through an option, concentration, or special emphasis or similar subprogram—referred to as simply “concentration” in the CSU Degrees Database and in this coded memorandum. In order to ensure accurate reporting of enrollments and degrees granted, **the major program core must have more required units than the number required in a concentration.** When a concentration requires the majority of discipline units in the degree, the federal reporting CIP code and program definition assigned to the degree major program no longer match the majority of the curriculum—resulting in inaccurate reporting to the federal government. This section should provide evidence that the academic program has more units in the core curriculum than in the option.

Review and Approve Comprehensive assessment plan template for Self Study

The committee reviewed the comprehensive assessment plan and proposed that there be a mechanism in order for the survey to be more effective.

Review and Approve Service Course Evaluations for Self Study template

The committee discussed sections of the self study template about service courses (section 3.5 and Appendix G). The committee gave suggestions to the Chair and decided to review at the next meeting of the PRS new text for the self study template based on discussion.

Internal Calendar: Designee Leads/Co Leads

The committee designated leads and co-leads for the modified programs from B&E.

Adjournment

Meeting adjourned at