



Program Review Subcommittee Minutes

PRS17-08

Date: February 1, 2018 / Time 12:15 pm – 1:30 pm

In Attendance

M. Willard (Chair); M. Hillstrom (Vice Chair); R. Dean (A&L); B. Hardacre (CCOE); Hernandez (NSS); M. Castaneda (CCOE); C. Liu (ECST)

Excused Absence: K Roberts (HHS); I. Brooks (ASI Liaison)

Absent B&E (2-Vacant) NSS (1-Vacant); EPC Liaison (Vacant)

Call to Order

M. Willard called meeting to order at 12:20 pm.

Approval of Agenda

M/S/P

Approval of Minutes 11/9/2017

The committee reviewed and approved the minutes from 11/9/2017.

Announcements

K. Brown shared with the following:

- CSU California Pre-doctoral Scholars Program applications due to Office of Graduate Studies (LIB N A-124) on February 12, 2018
- Chancellor's Doctoral Incentive Program (CDIP) applications due to Office of Graduate Studies (LIB N A-124) on February 9, 2018
- Graduate Equity Fellowship Program applications due to Office of Graduate Studies (LIB N A-124) on March 30, 2018
- The 26th Annual Cal State L.A. Student Symposium on Research, Scholarship and Creative Activities, is scheduled for Friday March 2, 2018.
- 3rd Annual Assessment Faire will be held on **April 6th** (10am-1pm) Golden Eagle Ballroom.

Internal Calendar & Physics Program Review

The committee reviewed and approved the calendar and assignments for Spring 2018.

The committee will start approving questions for the B&E modifications on April 5th.

K. Brown shared with the committee that the Physics department submitted their self-study report to be considered for this year's program review. The committee recommended and agreed to have the External Reviewers visit scheduled during Spring 2018 and extend the final report to Fall 2018.

Verbal Reports on External Reviewer Exit Meeting

K. Brown shared that the Exit Interviews is the opportunity for the External Reviewers to give their verbal feedback to the Deans, ALO/AVP & Dean, Graduate Studies, AVP & Dean, Undergraduate Studies; PRS Member, Dean, Associate Dean, and Department Chairs.

Child and Family Studies: K. Hillstrom attended the Exit Meeting on behalf of PRS and provided feedback to the committee.

Latin American Studies. M. Willard attended the Exit Meeting on behalf of PRS and provided feedback to the committee.

Criminal Justice and Criminalistics: K Brown provided feedback to the committee.

How to evaluate a self-study report

M. Willard provided an overview of the self-study report template. All documents are uploaded in Moodle.

Adjournment

Meeting adjourned at 1:13 pm.