

**MINUTES**  
**Program Review Committee**  
**Date: September 21, 2022**  
**Minutes submitted by Michelle Hughes**

<b>Committee Member</b>	<b>Present</b>	<b>Absent</b>
Angela D'Amour	X	
Michelle Hughes	X	
Bob Haring-Kaye	X	
Tim Loomer	X	
Jana Mayfield Mullen	X	
Tatiana Nazarenko	X	
Sandra Richter		X
Steve Rogers	X	

**Meeting started:** 9:15 a.m.

**1. Prayer**

Jana Mullen led the PRC in prayer.

**2. Approval of PRC Minutes September 7, 2022**

Minutes were approved by the committee.

**3. Tatiana shared the Annual Report schedule and the extension requests (Athletics, Art, Economics and Business, Kinesiology, Library).**

PRC granted the extension requests for these annual reports.

**4. Extension policy for Seven-year Report submission**

PRC agreed that this policy is helpful for future work and requests.

**5. Annual report evaluation**

Tatiana shared the rubric and criteria for evaluating annual assessment reports.

### **6. Six-year report evaluation**

Tatiana shared that PRC has four six-year reports with three external reviewers this fall. PRC teams serve as support to the external reviewer; external reviewers should serve as the main writer of the final report. Tatiana reminded the committee to consult the PRC Handbook. She also shared about the roles and duties of the PRC teams. Questions should be directed to Tatiana.

### **Meeting adjourned:**

10:32 a.m.