Program Review
Meeting Minutes

February 25, 2022

I. Call to order

Members of the AA/AGS faculty met on Friday, February 25, 2022, in Maddox 154, to discuss changes regarding HLC, Program Reviews, and the Entrance/Exit Exam. Penny called the meeting to order at 9:25 a.m.

II. Roll call

Mysti Gates conducted a roll call. The following faculty members were present: Robby Burt, Dr. Kyle Carpenter, Mysti Gates, Dr. G., Jennifer Howard, Penny Lunsford, Damian Maxwell, and Krishna Nath.

III. Open issues

a. Mysti read the minutes from the last meeting and recapped the desired changes to the proctoring process for future Entrance/Exit Exams, as well as for the item analysis reports.

VI. New business

a. Penny provided the committee with copies of a blank Annual Program Report and asked the committee to consider possible changes to the document. **This is one of the goals for the AA/AGS Program Review Committee.** Committee members are to suggest revisions that would better address the Course Outcomes Reports, the inclusion of budget needs, and combine line items that would prevent redundancy in completed reports. Jennifer suggested breaking out items that address Course versus Program Evidence. Mysti suggested breaking out Course Outcome Data to list courses with their respective Program Outcomes. Mysti also asked Penny to pull a couple completed Program Reports to better identify areas of overlap. Committee members are to consider the proposed changes and identify additional ways of simplifying and/or improving the form before the next meeting.
b. Penny discussed the recent changes to the HLC reporting methods as covered in the College Effectiveness Committee, as well as this morning's Faculty Chamber Meeting. **Faculty can expect the following changes:** Criterion Committees are gone, a new Assessment Committee will take the place of Criterion Committees, and Accomplishments will now be submitted by Departments and Programs rather than by individual employees/faculty members.

c. Dr. G brought up the A.S. Degree. This degree has been approved and added, but upper level classes are needed, and classes for this degree need to be added to the Course Schedule. This degree cannot be assessed until students can enroll in and complete the degree. The committee decided to refer questions about this degree to the College Effectiveness Committee.
d. The next Program Review Committee Meeting will be on Friday, April 8th. At that time, the committee will discuss Program Report form changes, the directions for Exit Exam proctors, and set goals for the next program year.

VI. Adjournment

Penny adjourned the meeting at 10:00 a.m.
Minutes submitted by: Mysti Gates
Minutes approved by: Penny Lunsford