

**MINUTES**  
**Program Review Committee**  
**Date: 11.16.22**

Committee Member	Present	Absent
Cj * ^   æ Ö Ö [ ~ ! Á	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:** 9:18am

1. Prayer

Bob Haring-Kaye led the committee in prayer.

2. Minutes from September 21, 2022 meeting

Approved without corrections.

3. Records

Reviewed list of annual reports that have been submitted and those that we are still waiting on. Most departments have submitted reports. Some reports (such as those from Athletics, Econ & Business, and Music) will likely be submitted in the spring.

4. Annual report evaluation and responses

There are a few submitted reports (such as those from Physics, Library, and Kinesiology) that still need to be reviewed this semester. Almost all reports that have been submitted were already reviewed and memos were sent to the corresponding departments.

5. Six-

We reviewed a draft letter to the English department regarding their six-year report and the need to improve the report and resubmit next year. The decision to rewrite and resubmit the report is supported by the Provost. Minor revisions were made to the letter. The revised report must be submitted by June 15, 2023 and will be evaluated by the entire PRC early in the Fall 2023 semester.

8. Other business

None

**Meeting adjourned:** 10:38am