

Program Review Committee Meeting Minutes

Monday, September 24, 2:30-4:30

Room 160 of the Thames Learning Resource Center (Building #7) on the City Park Campus

The meeting was called to order and new members were welcomed:

Cristina Alvarado-Surez, Instructor, Business and Technology

Phil Denette, Professor, Science and Mathematics

Marcus Etienne, Instructor, Science and Mathematics

Elizabeth Hopkins, Instructor, Charity School of Nursing

Geralyn Labbe-Morrell, Assistant Professor, Communication

Danilo Levi, Assistant Professor, Arts and Humanities

Shawn Llopis, Instructor, Science and Mathematics

Ex Officio: Hillary Williams, Director of Grants Development

Minutes from the February 20, 2018 were approved.

The Delgado website was updated in July of 2018 and the committee reviewed the new website:

<http://www.dcc.edu/administration/policies/forms/program-review.aspx>

The Programs and Disciplines to be reviewed for 2018-19 academic year are listed on the site.

Programs were encouraged to work to ensure uniformity in communicating Program Outcomes.

The committee reviewed the calendar (which is now on an academic rather than annual calendar) and Lead Faculty were encouraged to work with our Career Pathways Coordinator to complete the Career Pathways Template before the end of Fall Semester.

Everyone was reminded that the Program Health Index is submitted to LCTCS in December. Program Reviewers, Lead Faculty and Deans are encouraged to use that data as part of their Program Review.

We reviewed the new LCTCS Assessment policy and discussed the following statement:

[“Criteria for student achievement, goals for each criterion, written plans for assessment processes, and publication are integral to each institution’ Strategic Plan and, along with the results of such measures, are expected to be available to the public.”](#)

Program Reviews will be presented to the Committee in April.