

# Minutes

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## *PROAC*

2:00 p.m.

Friday, October 18, 2019

SU-137

Edward called the meeting to order 2:06 p.m.

**PRESENT:** Edward Modafferi, Paul Baxter, Caroline Dawson, Kristi Rieg, Caroline Kreide (Zoom), William Baker, Michael Weepers, Craig Vilhauer (Zoom), Susie Williamson, Alana Perlin, and Denise Runner.

**Guests:** Gabriela Garcia, Agna Her (Recorder).

## **Review and Approval of Minutes**

Minutes reviewed and approved by consensus.

## **OLD BUSINESS**

### **Discussion: Splitting Program review into Assessment Overview and Goal setting with Resource Allocation?**

Edward asked the CATs if any of their cohorts had questions regarding the splitting of program review. One question was would the splitting occur in the Spring or Fall semester? Another concern was would the VTEA funding be affected? Edward shared that VPI Kelly is curious whether or not we could start splitting program review within the next calendar year. He also indicated that it could be beneficial to VTEA to do the resource allocation early in the Fall, but it is unknown at this time how VTEA would be affected. Edward suggested trying to align VTEA and Program Review to increase the chances of funding, even though they have different deadlines.

## **New Business**

### **Program Review Updates**

- Administrative Services - Paul reported they are working to complete the reports in respect to the new deadline. The next step is eLumen.
- Instruction - Edward reported that a total of 91% have been completed.
  - Area 1 - 86% completed, missing Physics.
  - Area 2 - 100% completed.
  - Area 3 - 94% completed, missing Real estate.
  - Area 4 - 100% completed.
  - Area 5 - 86% completed, missing Human Services and Political Science
  - LRC - 50% completed, missing Online Education.
- Student Services - No update.

## Course Assessment Updates

No update.

## Updates to "Assessment Overview" web page and/or Canvas - New Guides, Rubric and Video for CAT/Dean reviews

Edward shared that there are videos and guiding documents posted on the web page for CAT reviewers. A rubric is also posted to help standardize the way each section is scored.

Edward noticed that as a CAT or a Dean you aren't able to see the full list of programs. The solution is to change your role to Area Coordinator. There is no work flow when a program has been published. The only sign a program has been published is a change in the floating menu icon. It is the duty of the CATs to notify their Dean that they have completed reviewing a program.

## eLumen Questions and Updates?

In order for Faculty to run program mapping, their role must be changed to Area Coordinator.

## CAT comments, CAT business

None.

## Next Meeting Date

November 15, 2019 from 2-3 p.m. in SU-137.

## 2019-2020 Meeting Dates and Time Change

Meetings will be held from 2-3 p.m. in SU-137

November 15

December 20

January 17

February 21

March 20

April 17

May 15

## Adjournment

The meeting adjourned at 2:47 p.m.