

SOUTHERN CONNECTICUT STATE UNIVERSITY
Program Review and Assessment Committee (PRAC)
MINUTES – December 4, 2008
9:35a-10:50a

PRESENT: I. Antonios (CSC), M. Cameron (SW), C. Coron (ESC, Co-Chair), O. Gulacar (CHE), M. Hartog (MAT), T. Lin (WMS), P. Kahlbaugh (PSY) R. Narumanchi (ACC), T. Radice (HIS), E.. West (GEO),

ABSENT: S. Felsenfeld (CMD), L. Rebeschi (NUR, Co-Chair)

RECORDER:C. Coron, Co-Chair

AGENDA ITEM	DISCUSSION	OUTCOME AND/OR DECISION
Announcements	Meeting between PRAC, Associate V-P M. Kennedy and 2009/2010 departments scheduled for review will take place on Dec. 15 th from 10-11AM in Math D122. Meeting between PRAC Co-Chairs, Associate V-P M. Kennedy and representatives from Institutional Research to discuss available data for department reviews is scheduled for Dec.8 th .	
Revisions and vote on PRAC recommendations for CMD Dept.	Discussion regarding suggestions for revisions ensued, with emphasis on expanding measurable student outcomes in the next CMD review.	PRAC recommendation report will be revised by C. Coron and brought for vote to the UCF on Thurs Dec 11 th .
Biology 5th Year Program Review Report	Discussion ensued as to the short turn-around time for PRAC review. A suggestion was made by T. Lin to allow 3 weeks for initial review. PRAC members felt that the language for standard I should follow as closely as possible that of the published University Mission statement. Also it was suggested that outcomes appear to still be a problem and PRAC should provide examples of clear language with regards to recognizing and addressing student outcomes in departments. Discussion regarding specifics of the Biology report ensued. M. Cameron agreed to act as PRAC liaison to the department. Drs. Das and Ramirez arrived at 10:30am and participated in the discussion.	Time- table will be revisited. Examples of appropriate language will be circulated to aid departments in report writing. A revised Biology report will be submitted to PRAC on January 22, 2009.

PRAC Member Liaison List	Members volunteered to act as liaison to the departments of their choice when the list of departments undergoing review during 2008 through 2013 was circulated. It was decided that department assessment coordinators who serve on PRAC will also be assigned a liaison.	A preliminary pairing between ten departments and PRAC liaisons was initiated. Two other departments have already received assistance (Jour and CMD) from PRAC liaisons. Others will be assigned as needed.
Meeting adjourned at 10:55am	Next PRAC meeting scheduled for Dec 15 th , 10-11am	

Respectfully submitted by,
C. Coron