

**Program Review Advisory Committee (PRAC)
Inaugural Meeting
October 22, 2021 – 3:00-4:00 p.m.
AGENDA**

Invitees: Phil Dickinson, John M. Lommel, Jessica M. Turos, Brigette Gibson, PJ Mays, Brian Campbell, Oyebanjo Lajubutu, Dawn L. Anderson, Janet Lea Hartley

Committee Chair: Program Review Coordinator

Committee Co-Chair: John Mark K. Lommel

1. Welcome
2. Provost Directives
 - a. **Accountability (i.e., PR/ADR/PVA)**
 - b. **Staggered Model (vs. Cluster)**
 - c. **Cost Effectiveness (Budget)**
 - d. **Strategic Plan:**
 - i. Initiative # 1: Right programs that are sustainable
 - ii. Initiative # 2: Focus on student outcomes
 - iii. Initiative # 3: Differentiating the undergraduate experience/curriculum
 - iv. Initiative # 10: Learning, teaching and service excellence
 - v. Initiative # 12: Culture of innovation and accountability
 - vi. Initiative # 13: Enhancing value by streamlining curriculum
 - vii. Initiative # 14: Efficiency and alignment in supporting innovative and interdisciplinary academic programs
3. PRAC Purpose and PRAC Member Roles and Responsibilities
4. Current PR Status
 - a. 2021 Progress Report
 - b. Current Resources
 - c. TEAMS/Trello Platforms
5. PR Qualtrics Spring 2020 Survey Results
6. Lessons Learned
 - a. **Areas of Strengths**
 - b. **Areas for Improvement**
7. Moving Forward/ Next Steps
 - a. Benchmark other PR Processes → new proposal/addendum?
 - b. Guidebook Revisions
 - c. PR Calendar/Scheduling
 - d. PR Rubric and Additional Resources
 - e. PR/ADR/PVA Workflow
 - f. Faculty PRAC Volunteer

DRAFT – Purpose, Roles, and Responsibilities – DRAFT

The BGSU Program Review Advisory Committee (PRAC) supports the efforts of BGSU to coordinate a university-wide internal system of review of instructional programs of study that are not governed by specialized accreditation agencies.

The Program Review Advisory Committee (PRAC) aids the Office of Institutional Effectiveness (OIE) in fostering a culture of program and department review by developing, refining and supporting its processes, resources and activities.

PRAC members have the responsibility to advise, assist, support and advocate for activities designed to strengthen and modernize program review at BGSU.

More specifically, PRAC members will assist with the following tasks:

1. Improve the efficiency and efficacy of the program review process by identifying challenges, redundancies, and omissions and providing recommendations for refining the process.
2. Identify, develop, and/or refine professional development, support, and supplemental materials that could improve outcomes associated with program review.
3. Improve the application of program review findings in colleges' campus-level programmatic planning and decision-making processes that are aligned with the university's strategic plan, Forward.
4. Continually review the Program Review guidelines and revise as needed per changing requirements set forth by the institution, the State or accrediting bodies.
5. Provide a second read of program review documents prior to external reviewer visits and provide feedback to program as needed.
6. Provide guidance/assistance with the development of MOUs and other program review materials.
7. Identify and invite faculty members (*) with **recent experience** with program review at BGSU to serve as PRAC volunteers who assist in training other faculty or facilitate program level evaluation and alignment under the supervision and guidance of the Program Review Advisory Committee.

(*) At least one per College with programs impacted by Program Review.

Committee size and representation: Effective advisory committees are large enough to reflect the diversity of the community, yet small enough to be managed effectively. It is our hope that the PRAC can effectively function with a minimum of 12 members representative of key BGSU areas.

Term of service: To allow for a sense of continuity as OIE strengthens PR processes in their developing stages, it is our hope that PRAC members and volunteers would serve for a minimum of (at least) two or three year (renewable). A confirmation/invitation letter will be sent to the PRAC members/volunteers from the Advisory Committee Chairperson.