

We met in the faculty development conference room from 3-5pm. In attendance were Margaret Salazar Brown, Jeanne Foster, Andy Williams, Rebecca Proehl, Steve Miller and Jerry Brunetti. There were three invited guests also in attendance: Dean Frank Murray, Dean Chris Sindt, and Yung Jae Lee (PRC chair). There were several items on the agenda and we did not cover all of them but here is what we covered.

1. PRC process for grad programs—We discussed with Yung Jae Lee, PRC chair, the importance of revising the PRC guidelines for grad programs to include financial information. This would make the PRC guidelines more aligned with the fast-track proposal guidelines and the GPSEPC guidelines for formal approval of graduate programs. We have also requested an executive summary each time a graduate program gets reviewed by the PRC as well as a yearly update of the graduate programs being reviewed by PRC. Jung Jae Lee said that we would bring this up in the next PRC meeting and get back to us.
2. proquest update—there was no update because of time constraints
3. fast track guidelines update—there was no update because of time constraints
4. discontinuation of programs revision- we discussed the latest proposed revisions and the criteria. Dean Sindt shared his thoughts on using "centrality to the mission" as one of the criteria for making decisions about whether to discontinue a program. We discussed altering the criteria to include "alignment with the strategic plan of the college". The revised document will include that suggestion
5. discussion/approval of the graduate handbook—after some initial discussion about our role in the development of the graduate handbook, we agreed to review the first 22 pages of the handbook at our next meeting which is now scheduled for March 16th at 3pm. Reviewing/approving the handbook language will be the lone item on the agenda.

