

**Program Assessment and Review Council (PARC)  
Minutes for Wednesday, March 7, 2007**

Members Present:

Sabine Reddy, Judy Strauss, Raymond DeLeon, Martha Dede, Robin Richesson, Zvonko Hlousek, Michelle Saint-Germain, Betsy McEneaney, Cecile Lindsay, Kristin Powers, Van Novack, Keith Freesemann, Anastasios Chassiakos

1. Meeting was called to order by the chair, Zvonko Hlousek, at 2:15 pm.
2. Minutes of Feb. 21 meeting approved.
3. Z. Hlousek announced that the Council's vice-chair, Kelly Janousek, is on leave for the rest of the academic year. Martha Dede was nominated and approved by acclamation to serve as interim vice-chair.
4. M. Saint-Germain reviewed the upcoming calendar, with reports from UPRC chairs regarding possible report presentation dates. Some discussion of whether external reviewers should be invited this spring to review programs that have completed a self-study, even though PARC may not have formed a UPRC for the internal review. The general consensus was that UPRC reviewers benefit significantly by conducting the review along with the external reviewers, and so visits should be postponed until UPRC is formed.
5. Z. Hlousek described a template for expedited reviews for programs that undergo external evaluation. Discussion on whether a presentation to PARC is necessary. The consensus is that the expedited review should be treated like any other program assessment report. The expedited review report should circulate to the program head, a presentation should be scheduled, and the program head and dean should be invited to attend. Eventually, PARC may find it desirable to retain the option to waive the presentation if the expedited review coincided with accreditation report recommendations and the program has no response to the expedited review report.
6. Z. Hlousek briefly discussed the draft of recommendations for a new policy on Self-Support programs, which had been distributed by e-mail. A key feature of the new policy would be that PARC would be charged with reviewing self-support programs. For a single degree program that offers both state-support and self-support options, PARC would review both at the same time. K. Freesemann chairs an ad hoc committee on self-support programs. He outlined ways in which the new policy would be implemented across various university councils in addition to PARC. Z. Hlousek asked that members review the proposed policy statement for further discussion at a future meeting.
7. Meeting adjourned at 3:10 pm.