

**Program Review Committee
Navajo Tech**

Minutes

Attendees: Twilia Chavez, Henry Fowler, Tilda Harrison-Woody, Daniel McLaughlin (co-chair), Sharon Nelson, & Anita Roastingear Absent: Sheena Begay, Franklin Elliott, Ragavanantham Shanmugam (co-chair), Chris Storer, & Brenda Tom	Date: Fri Mar 4 2021 Start: 11:30 am End: 12:20 pm <i>The meeting was held via Zoom: 890 1559 5908.</i>
Agenda items & notes	Action & persons responsible
I. Approval of the agenda	
Approved by consensus.	
II. Previous minutes	
Approved by consensus.	
III. Reports	
1. HLC visit: Evaluators who met with faculty and staff at the Criteria 3 & 4 listening session asked one question only regarding program review: "What have you learned from program review?" PRC members discussed various ways they might have answered that question.	
IV. Old business	
None.	
V. New business	
1. Summary Report draft: Extended discussion took place. Highlights follow: a. The text's 'blue lines' in summary points for each SST presentation are distracting. b. There are too many bullet points; they are hard to digest. c. Consider ways to present the data (and the summary recommendations in sections H, I, and J) visually. d. Prioritize the recommendations. Consider grouping them into categories, such as: • Health/Safety • Student Learning • Financial Support • Human Resources • Planning, Assessment, and Evaluation e. Consider using DPE's NNIS to organize the summary recommendations.	Copy-edit the "blue lines:" Anita Digest the recommendations; design "next step" outline prior to next meeting: Anita & Dan Hold special meeting to finalize report outline/draft: all PRC members
VI. Announcements	
None	
SPECIAL MEETING • PR Summary Report Jam Session Fri Mar 11 • 10:00-noon • Zoom ID 890 1559 5908	
Next Regularly Scheduled Meetings Apr 1, May 6 (first Friday of each month) 11:30-12:30 via Zoom ID 890 1559 5908	