

Minutes Meeting # 10

Senate Ad Hoc Committee On Program Review and Priortization Tuesday, March 25, 2014, 9:00am-10:30am Board Room, 13th Floor, Schmon Tower

Present: Laurie Morrison, Kate Bezanson, Hichem Ben-El-Mechaiekh, Neil McCartney, Linda Rose Krasnor (BUFA Observer), Barbara Sainty, Scott Henderson, Tony Di Petta, Fiona Blaikie, Lee Bleding, Roland Erman, Nota Klentrou

Guests from the Program Review Working Group: Audrey Fehlow, Gloria Gallagher, Greg Finn, Grant Armstrong, Juan Xu, Bryan Boles, Carrie Kelly, David Siegel

Regrets: Dan Malleck, Jane Koustas

- 1. Report of Chair
 - Introductions of the Working Group and Ad Hoc Committee.
 - Goodman School of Business representative will be Tek Thongpapanl.
 - N. Klentrou's motion to Senate regarding students becoming observers instead of voting members was not well received.
 - Students will remain voting members and attendance concerns have been resolved.
 - GSA has appointed Lee Bleding as their representative.
- 2. Approval of Minutes from March 18, 2014 Motion to accept the minutes (K. Bezanson/B. Sainty) 1 abstention. Passed
- 3. KPIs for Criteria 6 and 7
 - Working group has done so much work already and much of the data should be available but the groups need to work together to match KPIs with data.
 - S. Henderson asked the Committee to start with criteria 6-7, as he had to leave for Senate IT&I meeting.
 - D. Siegel suggested that working group should attempt to provide majority of information for online forms vs departments providing it because it avoids push back.
 - Definitions must be clear in order to provide data.

- Criteria 6 information will need to be provided by Chairs and Directors.
- Criteria 7 information will come from program units and would be considered qualitative.
- Discussion ensued and N. Klentrou made changes to KPI working document as advised by the Committee and Working Group.

4. KPIs for Criteria 2-3

- Need to be more precise on what we mean by admission data, demand for the program.
- G. Gallagher would be the expert in this area but she left for another meeting. She will be invited to attend another meeting. D. Siegel to make notes for G. Gallagher.
- Discussion ensued and N. Klentrou made changes to working KPI document as advised by the Committee and Working Group.
- Criteria 3 to be discussed at the next meeting.

5. Timeline for Approval

- N. Klentrou created a document to be posted to the website.
- N. Klentrou asked the Working Group to take the month of May to prepopulate the online form.
- D. Siegel suggested that the working group would need to meet separately to discuss what is possible for them taking into consideration their own personal work responsibilities.
- N. Klentrou suggested that the deadline is flexible but any delay from the Working Group would push the Committee's deadlines.
- B. Boles stated that deadlines might need to be adjusted because of other IT and Finance projects that are happening at the same time and are imperative for the success of other university processes.
- N. Klentrou invited the Working Group to the next meeting to continue discussions.

Motion to adjourn (T. Di Petta/H. Ben-El-Mechaiekh) passed unanimously

Meeting adjourned 10:50am

Next Meeting: Tuesday, April 1, 2014, 9:00am, Board Room