

Program Review Committee  
Macricostas School of Arts & Sciences  
April 10th, 2024 at 9:30AM in HI 107

### **Meeting Minutes**

In attendance: Forest Robertson, Brian Stankus, Kristin Giamanco, Jessica Schofield, Jess Kraybill

Guests: Hannah Reynolds, Rob Eisenson

Key: (Yes, No, Abstain)

#### **I. Prior Meeting Minutes**

1. Approval of March 20th meeting minutes  
Motion to approve: Stankus/Giamanco.

Motion to amend minutes to move Robertson from guests to voting members (3-0-1).

Motion carries (3-0-1).

#### **II. New Business**

1. Revision of BIO 105 – revision to course prerequisites (Pinou) (CD2021190)  
Motion to approve: Stankus/Schofield

Discussion noted that the proposal needs statement of rationale, statement of revision, resources, assessment plan, 2-level outline for course topics, and statement of course frequency

Motion carries (4-0-1) with an amendment to have PRC provide a list of all the edits requested

2. Revision of BIO 215 – revision to course prerequisites (Pinou) (CD2324094)  
Motion to approve: Robertson/Stankus

Discussion noted that the proposal needs statement of rationale, statement of revision, resources, assessment plan, 2-level outline for course topics, and statement of course frequency

Motion approved with revisions (5-0-0)

3. Revision of BS Secondary Education Math (changes in required courses) (Hall) (CD2324117)  
Incomplete proposal – moved to agenda for May 8

Discussion focused on the differing requirements for course proposals for the Education Review Committee. Committee members on PRC want to see all proposals in PRC following the PRC requirements.

4. Proposal: BS/MS 4+1 Meteorology and Climate Science Program (Eisenson) (CD2324143)

Motion to approve: Kraybill/Stankus

Discussion focused on concerns about staffing requirements and frequency of course offerings. Language stating that hiring an adjunct would be necessary should be removed. Full-time faculty within the department will not meet the credit load required to provide coverage for the course offerings. The degree plan does not include resources for teaching thesis hours. The thesis is required to be completed over summer which requires faculty credit hours outside of the contract. There is no language about funding for summer courses for students since federal financial aid cannot be used. There are concerns about the cohort model having a negative effect on recruitment. There is no discussion of recruitment strategies for this degree program which will be required at UPBC.

Motion fails to carry (0-0-5). An updated degree plan was requested.

### **III. Old Business**

1. By-laws discussion

Committee members present discussed the challenges posed by the by-laws revision for the nominations and elections process. It was decided that another meeting should be held to revisit the changes to the by-laws before the MSAS election is run at the end of the semester. The meeting was scheduled for Monday, April 15 at 12:00.

Minutes submitted by Jessica Schofield