

PROGRAM REVIEW COMMITTEE MEETING

December 9, 2011

Committee Members: *Co-Chairs* – Dr. Wade Shaffer and Dr. Don Albrecht; *Faculty Representatives Appointed by Dean (6)* – Dr. Pam Lockwood-Cooke, Dr. Karyn Friske, Dr. Jim Calvi, Dr. Leigh Browning, Dr. Debbie Davenport, and Dr. Susan Nix; *Faculty Representatives Elected by Faculty (5)* – Dr. John Pipkin, Dr. Amjad Abdullat, Dr. Harry Hueston, Dr. Paul Clark, and Dr. Chuck Chase; *Staff Representatives (3)* – Jon Davis, Shawn Thomas, and Mark Hiner; *Student Representatives (4)* – Brandy Roberts, Nick Goettsche, Ciro Baldiviezo, and Leif Knippers; *President's Representative (1)* – Michael McBroom; *Faculty Senate's Representative (1)* – Dr. Gary Byrd; *Resource Support Non-Voting (4)* – Rick Johnson, Dr. Gary Kelley, Harvey Hudspeth, and Dr. James Rennier.

Meeting Attendees: Shawn Thomas, Dr. Nix, Dr. Byrd, Leif Knippers, Dr. Abdullat, Dr. Browning, Dr. Rennier, Nick Goettsche, Brandy Roberts, Jon Davis, Dr. Chase, Dr. Davenport, Dr. Albrecht, Dr. Shaffer, Dr. Lockwood-Cooke, Dr. Clark, Dr. Friske, Harvey Hudspeth, Dr. Hueston, Michael McBroom, Tracee Post and Sherri McIlroy.

Members Absent: Dr. Calvi, Dr. Pipkin, Mark Hiner, Ciro Baldiviezo, Rick Johnson, and Dr. Kelley.

➤ **COMMITTEE MEETING:**

- Shaffer informed the committee that information discussed in the meetings has been moved from the p-drive to the g-drive.
- Albrecht instructed the subcommittee chairpersons to send all questions of individuals to the overall committee chairpersons first, in an attempt to create standard questions on behalf of the whole committee as a whole, streamline information and consolidate requests of individuals for improved efficiency.
- The committee discussed voting procedures concerning handwritten votes versus raising hands for votes in the essence of saving time. Discussion incurred about the setting of precedent with raising hands to vote in the first meeting, thereby eliminating an environment of secret ballots, in addition to maintaining the consistency of voting procedures. A motion for action was made and the motion was seconded. Twelve people voted for the motion and two people abstained from voting.

Division of Student Affairs Committee Votes:

Career Services

(Shaffer) The VP rating was absolutely essential. The subcommittee rating was essential.

Absolutely Essential Votes – 2

Essential Votes – 12

Consistent Votes – 3

Inconsistent Votes – 0

Abstained Votes – 1

Student Counseling Services

(Shaffer) Both ratings were absolutely essential.

Absolutely Essential Votes – 10

Essential Votes – 6

Consistent Votes – 1

Inconsistent Votes – 0

Abstained Votes – 1

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Student Disabilities Services

(Shaffer) Both ratings were absolutely essential.

Absolutely Essential Votes – 12

Essential Votes – 5

Consistent Votes – 0

Inconsistent Votes – 0

Abstained Votes – 1

Educational Services

(Shaffer) Both ratings were essential.

Absolutely Essential Votes – 0

Essential Votes – 14

Consistent Votes – 3

Inconsistent Votes – 0

Abstained Votes – 1

Student Medical Services

(Shaffer) Both ratings were essential.

Absolutely Essential Votes – 0

Essential Votes – 11

Consistent Votes – 6

Inconsistent Votes – 0

Abstained Votes – 1

Kids Kollege Daycare

(Shaffer) Note with Kids Kollege is that the center would still exist, just not the coordinating director. The VP rating was essential. The subcommittee rating was consistent.

Absolutely Essential Votes – 0

Essential Votes – 4

Consistent Votes – 13

Inconsistent Votes – 0

Abstained Votes – 1

Student Success Center

(Shaffer) Note that the center would still exist without a coordinator or director. Both ratings were essential.

Absolutely Essential Votes – 0

Essential Votes – 8

Consistent Votes – 9

Inconsistent Votes – 0

Abstained Votes – 1

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Residential Living

(Shaffer) Both ratings were absolutely essential.

Absolutely Essential Votes – 13

Essential Votes – 3

Consistent Votes – 2

Inconsistent Votes – 0

Abstained Votes – 0

JBK Student Center

(Shaffer) Both ratings were essential.

Absolutely Essential Votes – 0

Essential Votes – 11

Consistent Votes – 7

Inconsistent Votes – 0

Abstained Votes – 0

Recreational Sports

(Shaffer) The VP rating was essential. The subcommittee's rating was consistent.

Absolutely Essential Votes – 0

Essential Votes – 3

Consistent Votes – 14

Inconsistent Votes – 0

Abstained Votes – 1

Student Activities

(Shaffer) Both ratings were essential.

Absolutely Essential Votes – 0

Essential Votes – 9

Consistent Votes – 9

Inconsistent Votes – 0

Abstained Votes – 0

Student Government

(Shaffer) The VP rating was absolutely essential. The subcommittee rating was essential.

Absolutely Essential Votes – 0

Essential Votes – 9

Consistent Votes – 7

Inconsistent Votes – 0

Abstained Votes – 2

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Division of Information Technology Committee Votes:

Distance Education

(Albrecht) Distance Education is WTClass and ITV. Both ratings were absolutely essential.

Absolutely Essential Votes – 12

Essential Votes – 5

Consistent Votes – 1

Inconsistent Votes – 0

Abstained Votes – 0

Instructional Technology Services

(Albrecht) ITS is WTClass support. Both ratings were absolutely essential.

Absolutely Essential Votes – 12

Essential Votes – 5

Consistent Votes – 1

Inconsistent Votes – 0

Abstained Votes – 0

IT Service Center

(Albrecht) IT Service Center is the helpdesk. Both ratings were absolutely essential.

Absolutely Essential Votes – 11

Essential Votes – 7

Consistent Votes – 0

Inconsistent Votes – 0

Abstained Votes – 0

Network Services

(Albrecht) This is the data center information structure and security.

Absolutely Essential Votes – 13

Essential Votes – 4

Consistent Votes – 1

Inconsistent Votes – 0

Abstained Votes – 0

Open Access Lab

Absolutely Essential Votes – 1

Essential Votes – 12

Consistent Votes – 5

Inconsistent Votes – 0

Abstained Votes – 0

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PC Support/Technical Support

Absolutely Essential Votes – 10

Essential Votes – 7

Consistent Votes – 1

Inconsistent Votes – 0

Abstained Votes – 0

Program Services

(Albrecht) Program Services includes Datatel.

Absolutely Essential Votes – 12

Essential Votes – 6

Consistent Votes – 0

Inconsistent Votes – 0

Abstained Votes – 0

Residential Living Network Support

Absolutely Essential Votes – 1

Essential Votes – 11

Consistent Votes – 6

Inconsistent Votes – 0

Abstained Votes – 0

Smart Classrooms

Absolutely Essential Votes – 1

Essential Votes – 10

Consistent Votes – 7

Inconsistent Votes – 0

Abstained Votes – 0

Telecommunications

Absolutely Essential Votes – 9

Essential Votes – 5

Consistent Votes – 4

Inconsistent Votes – 0

Abstained Votes – 0

Web Services

Absolutely Essential Votes – 0

Essential Votes – 11

Consistent Votes – 7

Inconsistent Votes – 0

Abstained Votes – 0

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Division of Intercollegiate Sports Committee Votes:

Baseball

Absolutely Essential Votes – 7

Essential Votes – 5

Consistent Votes – 5

Inconsistent Votes – 0

Abstained Votes – 1

Men's Basketball

Absolutely Essential Votes – 8

Essential Votes – 3

Consistent Votes – 6

Inconsistent Votes – 0

Abstained Votes – 1

Women's Basketball

Absolutely Essential Votes – 9

Essential Votes – 4

Consistent Votes – 4

Inconsistent Votes – 0

Abstained Votes – 1

Equestrian

Absolutely Essential Votes – 0

Essential Votes – 10

Consistent Votes – 7

Inconsistent Votes – 0

Abstained Votes – 1

Football

Absolutely Essential Votes – 8

Essential Votes – 5

Consistent Votes – 3

Inconsistent Votes – 1

Abstained Votes – 1

Men's Golf

Absolutely Essential Votes – 7

Essential Votes – 3

Consistent Votes – 7

Inconsistent Votes – 0

Abstained Votes – 1

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Women's Golf

Absolutely Essential Votes – 7
Essential Votes – 5
Consistent Votes – 5
Inconsistent Votes – 0
Abstained Votes – 1

Men's Soccer

Absolutely Essential Votes – 0
Essential Votes – 0
Consistent Votes – 17
Inconsistent Votes – 0
Abstained Votes – 1

Women's Soccer

Absolutely Essential Votes – 7
Essential Votes – 3
Consistent Votes – 7
Inconsistent Votes – 0
Abstained Votes – 1

Softball

Absolutely Essential Votes – 7
Essential Votes – 5
Consistent Votes – 5
Inconsistent Votes – 0
Abstained Votes – 1

Men's Track

Absolutely Essential Votes – 0
Essential Votes – 0
Consistent Votes – 17
Inconsistent Votes – 0
Abstained Votes – 1

Women's Track

Absolutely Essential Votes – 7
Essential Votes – 3
Consistent Votes – 7
Inconsistent Votes – 0
Abstained Votes – 1

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Volleyball

Absolutely Essential Votes – 7
Essential Votes – 5
Consistent Votes – 5
Inconsistent Votes – 0
Abstained Votes – 1

Administration

Absolutely Essential Votes – 8
Essential Votes – 5
Consistent Votes – 4
Inconsistent Votes – 0
Abstained Votes – 1

Athletic Training

Absolutely Essential Votes – 7
Essential Votes – 3
Consistent Votes – 7
Inconsistent Votes – 0
Abstained Votes – 1

Strength and conditioning

Absolutely Essential Votes – 1
Essential Votes – 7
Consistent Votes – 8
Inconsistent Votes – 0
Abstained Votes – 2

Compliance and Academics

Absolutely Essential Votes – 8
Essential Votes – 6
Consistent Votes – 3
Inconsistent Votes – 0
Abstained Votes – 1

Marketing and Development

Absolutely Essential Votes – 0
Essential Votes – 7
Consistent Votes – 10
Inconsistent Votes – 0
Abstained Votes – 1

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Facilities and Event Operations

Absolutely Essential Votes – 7
Essential Votes – 4
Consistent Votes – 5
Inconsistent Votes – 0
Abstained Votes – 2

Media relations

Absolutely Essential Votes – 0
Essential Votes – 7
Consistent Votes – 10
Inconsistent Votes – 0
Abstained Votes – 1

Division of Panhandle-Plains Historical Museum Committee Votes:

Curator

Absolutely Essential Votes – 5
Essential Votes – 10
Consistent Votes – 3
Inconsistent Votes – 0
Abstained Votes – 0

Research Center

Absolutely Essential Votes – 6
Essential Votes – 8
Consistent Votes – 4
Inconsistent Votes – 0
Abstained Votes – 0

Education

Absolutely Essential Votes – 7
Essential Votes – 8
Consistent Votes – 3
Inconsistent Votes – 0
Abstained Votes – 0

Collection Management

Absolutely Essential Votes – 6
Essential Votes – 9
Consistent Votes – 3
Inconsistent Votes – 0
Abstained Votes – 0

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Exhibits

Absolutely Essential Votes – 9
Essential Votes – 9
Consistent Votes – 3
Inconsistent Votes – 0
Abstained Votes – 0

Marketing/Communications

Absolutely Essential Votes – 5
Essential Votes – 7
Consistent Votes – 6
Inconsistent Votes – 0
Abstained Votes – 0

Advancement

Absolutely Essential Votes – 4
Essential Votes – 9
Consistent Votes – 5
Inconsistent Votes – 0
Abstained Votes – 0

Administrative

Absolutely Essential Votes – 5
Essential Votes – 9
Consistent Votes – 2
Inconsistent Votes – 0
Abstained Votes – 0

Division of Academic Affairs Committee Votes:

Athletic Training

Absolutely Essential Votes – 0
Essential Votes – 12
Consistent Votes – 5
Inconsistent Votes – 0
Abstained Votes – 0

Environmental Science

Absolutely Essential Votes – 4
Essential Votes – 10
Consistent Votes – 3
Inconsistent Votes – 0
Abstained Votes – 0

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Agriculture

Absolutely Essential Votes – 13

Essential Votes – 3

Consistent Votes – 1

Inconsistent Votes – 0

Abstained Votes – 0

Music

Absolutely Essential Votes – 8

Essential Votes – 8

Consistent Votes – 1

Inconsistent Votes – 0

Abstained Votes – 0

Computer Science

(Byrd) Could you make a distinction? (Albrecht) This is not CIS, it is CS.

(Abdullat) Yes. There is a CIS program and there is a CS program. The CIS program was more for the CIS department. There are two separate programs.

(Albrecht) A few programs down the CIS program is listed. (Abdullat) Yes.

(Albrecht) So CS is the engineering link in science. (Abdullat) Yes.

Absolutely Essential Votes – 5

Essential Votes – 10

Consistent Votes – 2

Inconsistent Votes – 0

Abstained Votes – 0

Engineering Technology

Absolutely Essential Votes – 6

Essential Votes – 10

Consistent Votes – 1

Inconsistent Votes – 0

Abstained Votes – 0

Nursing

Absolutely Essential Votes – 10

Essential Votes – 6

Consistent Votes – 1

Inconsistent Votes – 0

Abstained Votes – 0

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Communication Disorders

Absolutely Essential Votes – 4
Essential Votes – 12
Consistent Votes – 1
Inconsistent Votes – 0
Abstained Votes – 0

Engineering

Absolutely Essential Votes – 8
Essential Votes – 8
Consistent Votes – 1
Inconsistent Votes – 0
Abstained Votes – 0

CIS

Absolutely Essential Votes – 10
Essential Votes – 5
Consistent Votes – 2
Inconsistent Votes – 0
Abstained Votes – 0

Dance

Absolutely Essential Votes – 4
Essential Votes – 10
Consistent Votes – 3
Inconsistent Votes – 0
Abstained Votes – 0

Finance

Absolutely Essential Votes – 10
Essential Votes – 6
Consistent Votes – 1
Inconsistent Votes – 0
Abstained Votes – 0

Theatre

Absolutely Essential Votes – 6
Essential Votes – 10
Consistent Votes – 1
Inconsistent Votes – 0
Abstained Votes – 0

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Marketing

Absolutely Essential Votes – 7
Essential Votes – 9
Consistent Votes – 1
Inconsistent Votes – 0
Abstained Votes – 0

Sports Exercise Science

Absolutely Essential Votes – 5
Essential Votes – 11
Consistent Votes – 1
Inconsistent Votes – 0
Abstained Votes – 0

Management

Absolutely Essential Votes – 8
Essential Votes – 8
Consistent Votes – 1
Inconsistent Votes – 0
Abstained Votes – 0

Economics

Absolutely Essential Votes – 11
Essential Votes – 4
Consistent Votes – 2
Inconsistent Votes – 0
Abstained Votes – 0

Education

Absolutely Essential Votes – 12
Essential Votes – 3
Consistent Votes – 2
Inconsistent Votes – 0
Abstained – 0

Accounting

Absolutely Essential Votes – 9
Essential Votes – 7
Consistent Votes – 1
Inconsistent Votes – 0
Abstained Votes – 0

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Speech Communications

Absolutely Essential Votes – 6
Essential Votes – 10
Consistent Votes – 1
Inconsistent Votes – 0
Abstained Votes – 0

Art

Absolutely Essential Votes – 5
Essential Votes – 10
Consistent Votes – 2
Inconsistent Votes – 0
Abstained Votes – 0

Mass Communications

Absolutely Essential Votes – 6
Essential Votes – 10
Consistent Votes – 1
Inconsistent Votes – 0
Abstained Votes – 0

Philosophy

Absolutely Essential Votes – 6
Essential Votes – 9
Consistent Votes – 2
Inconsistent Votes – 0
Abstained Votes – 0

English

Absolutely Essential Votes – 16
Essential Votes – 0
Consistent Votes – 1
Inconsistent Votes – 0
Abstained Votes – 0

Geography

Absolutely Essential Votes – 4
Essential Votes – 10
Consistent Votes – 3
Inconsistent Votes – 0
Abstained Votes – 0

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Biology

Absolutely Essential Votes – 13

Essential Votes – 3

Consistent Votes – 1

Inconsistent Votes – 0

Abstained Votes – 0

Modern Language

Absolutely Essential Votes – 10

Essential Votes – 6

Consistent Votes – 1

Inconsistent Votes – 0

Abstained Votes – 0

Criminal Justice

Absolutely Essential Votes – 3

Essential Votes – 13

Consistent Votes – 1

Inconsistent Votes – 0

Abstained Votes – 0

History

Absolutely Essential Votes – 15

Essential Votes – 1

Consistent Votes – 1

Inconsistent Votes – 0

Abstained Votes – 0

Chemistry

Absolutely Essential Votes – 13

Essential Votes – 3

Consistent Votes – 1

Inconsistent Votes – 0

Abstained Votes – 0

Physics

Absolutely Essential Votes – 5

Essential Votes – 11

Consistent Votes – 1

Inconsistent Votes – 0

Abstained Votes – 0

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Social Work

Absolutely Essential Votes – 6
Essential Votes – 10
Consistent Votes – 1
Inconsistent Votes – 0
Abstained Votes – 0

Geology

Absolutely Essential Votes – 6
Essential Votes – 9
Consistent Votes – 2
Inconsistent Votes – 0
Abstained Votes – 0

Math

Absolutely Essential Votes – 12
Essential Votes – 4
Consistent Votes – 1
Inconsistent Votes – 0
Abstained Votes – 0

Psychology

Absolutely Essential Votes – 11
Essential Votes – 4
Consistent Votes – 1
Inconsistent Votes – 0
Abstained Votes – 1

Political Science

Absolutely Essential Votes – 12
Essential Votes – 4
Consistent Votes – 1
Inconsistent Votes – 0
Abstained Votes – 0

Sociology

Absolutely Essential Votes – 8
Essential Votes – 8
Consistent Votes – 1
Inconsistent Votes – 0
Abstained Votes – 0

- Albrecht stated the committee's voting recommendations will be summarized and submitted to the provost and president for review.
- Hueston commented about the lack of the financial data being a critical element in the next step for the committee. Albrecht advised the committee about the financial data work being done with Link Systems, noting that the Business Office and IT are currently working with Link Systems to obtain the financial

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information the committee is requesting. Albrecht further advised the committee that campus definitions of administrative costs needed to be defined first for consistency measures.

- Hueston commented about the lack of a time line. Albrecht informed the committee about a Link Systems orientation to learn how to navigate the data before decisions can be made by the committee.
- Browning requested public record be noted about the committee's frustration regarding the lack of financial information, stating the committee is at a deadlock in terms of moving forward because of the lack the information. Albrecht reminded the committee that additional information besides financial would most likely be needed by the committee, suggesting the need to strategize on all information the committee would want to obtain if the timeline of getting information is a problem.
- Albrecht notified the committee that Gary Barnes stated the business office was in the final stages of making sure every division had their chart of accounts in sequence for submission to Link Systems.