PRAC Minutes  
October 27, 2016

Present: Costel Calin, Marybeth Fede, Jesse Gleason, Tricia Lin, Charlie Dillinger-Pate, Anthony Richardson, Rebecca Silady (chair), and Jeff Webb

Absent: none

Meeting began at 9:37am

Old Business

1. Correction to minutes of joint PRAC-LEPC Oct 13, 2016 meeting. Minutes should separately report PRAC and LEPC votes on motion to endorse the LEP assessment plan.
   a. MaryBeth Fede motioned, Costel Calin seconded; 7 members of PRAC in favor, 0 opposed

New Business

1. Journalism PRAC Report Revisions were received.
2. PRAC Calendar 2018-2025 was discussed.
   a. There are some open meetings. However, they are not evenly distributed. It would be ideal for PRAC to have 2 open meetings per semester to conduct committee business not directly related to reviewing a specific program.
   b. A new calendar will be developed to evenly distribute the open meetings. The original order of programs will be maintained.
3. LEP Assessment Calendar was discussed.
   a. Scheduling could be based on status of the rubrics.
   b. Rubrics generated by affinity groups were reviewed.
   c. Affinity groups without rubrics were identified.

Meeting adjourned 10:52am
PRAC, Affinity Groups, and LEP Director develop or identify appropriate rubrics with support of Office of Assessment.

Instructors give students appropriate assignments and provide students with approved rubrics.

Students upload deidentified assignments/artifacts to location created by Office of Assessment.

Each semester Office of Assessment provides PRAC and Provost's Office with a report listing which LEP classes have uploaded artifacts.

On rotating basis (see schedule) assignments are assessed by faculty members who are monetarily compensated. This effort is coordinated by LEP Director with Provost's Office financial support.

Data are collected and compiled by Office of Assessment and provided to the LEP Director and Provost's office.

LEP Director analyzes the data and reports on the data according to the rotating schedule.

PRAC reviews the reports and makes recommendations to the LEP and Provost's Office.

LEP Director, LEPC, and Affinity Groups 'close the loop,' recommending revisions based on the PRAC reports.