

TECHNICAL PROGRAM REVIEW COMMITTEE

Evaluation of Technical Programs by the Technical Review Subcommittee

Minutes of Meeting

CHAIRPERSON: Dwayne Ferguson		
MEETING DATE: 3/30/2017	MEETING TIME: 2 p.m.	MEETING PLACE: Room 209 Gullette Technology Building
RECORDER: Dwayne Ferguson		PREVIOUS MEETING: 8/15/2016


MEMBERS (P = Present and N = Not Present)

P/N	Name and Title (list all members)	Business Affiliation	Others Present
P	Ashley Brewster, Associate Degree Nursing	Panola College	
P	Dr. Barbara Cordell, Dean, School of Nursing and Health Sciences	Panola College	
P	Dwayne Ferguson, Office Professional/General Business	Panola College	
P	Natalie Oswalt, Dean, School of Professional & Technical Programs	Panola College	
P	Jim Permenter, School of Energy	Panola College	
N	Dr. Denise Wilkins, Computer Information Technology	Panola College	

MINUTES

Agenda Items	Discussion	Responsibility
CALL TO ORDER	Dwayne Ferguson opened the annual meeting of the Technical Review Subcommittee at 2 p.m. March 30, 2017. The meeting was called for the express purpose of evaluating self-assessment submissions from the various technical programs on campus. Self-assessments were supposed to be submitted by each program before Spring Break.	
ROLL CALL	All subcommittee members except Dr. Wilkins (who spoke with the chair before the meeting) were able to attend the meeting and participate in the evaluations.	

APPROVAL OF MINUTES	Not applicable. This subcommittee meeting is a working meeting and minutes are supplied to the Assessment Committee for the purpose of communication with the full committee.	
OLD BUSINESS	None.	
NEW BUSINESS	<p>Mr. Ferguson made the following program evaluation assignments for this meeting:</p> <ul style="list-style-type: none"> • ADN – Ferguson/Permenter • CIT – Oswald • COSM – Oswald • ECP – Ferguson • EMT – Ferguson/Permenter • GB/OP – Oswald • HIT – Cordell/Brewster • IND TECH – Ferguson/Permenter • LVN – Cordell/Brewster • MED ASSIST – Cordell/Brewster • MED LAB – Cordell/Brewster • OTA – Ferguson/Permenter • WELD – Oswald <p>Each of the subcommittee members used the meeting time to evaluate the submitted self-assessment forms and documentation. The committee members placed their comments/suggestions at the bottom of each evaluation form and returned it to the chair. The committee finished all of the program evaluations during the meeting.</p>	
ANNOUNCEMENTS	All of the evaluations were submitted to Dean Oswald (technical programs) and Dean Cordell (health sciences). The deans will now review the comments/suggestions from the subcommittee, meet with the program chairs, and resolve any issues that were found before the next round of self-assessments begins in August.	
ADJOURNMENT	The meeting was adjourned at 4 p.m.	

CHAIRPERSON SIGNATURE (or designee): Dwayne Ferguson 	DATE: 3/30/2017	NEXT MEETING: TBA
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