I. Meeting was called to order at 2:05

II. Members introduced themselves when the guests arrived.

III. Agenda was approved

IV. Minutes of the October 18, 2017 meeting were approved

V. Announcements:
   A. Reminder: PARC Members are enrolled in the PARC BeachBoard organization and business is conducted electronically via BeachBoard. Council members access the PARC BeachBoard via their student tab. Please review materials before the meeting. Please bring your electronic device or print material to the meeting.
   B. Next PARC Meeting: November 15, 2017 in BH-302 from 2-3:30pm
   C. Other announcements: None

VI. Program Review Presentations

   Math (Time Certain 2:10) Presented by Jo Brocato. Dr. Tangan (Math Chair) gave a few updates on revisions in the Curriculum of the Math Department in regard to Executive Order 1071 and gave a few corrections to the report and recommendations. The UPRC report and recommendations was unanimously approved.

VII. Other Business:
   a. Sharlene clarified the timeline for conducting program review can at times extend over several years depending on the time frame of accredited reviews and capacity of members to write reports in a timely manner.
   b. Members gave updates to current program reviews for Comp Lit, English, American Studies, Liberal Studies, Film.
   c. Juan A. stated that Tableau workshops are available and members can access the IR&A data – a link will be posted on the PARC Beachboard website.
   d. Gabriel Gardner volunteered for the Bickerstaff Center UPRC.
   e. UPRC members who have presented reports this year (Math, Philosophy, HCA) are requested to submit the signature page of the final report to the PARC Chair and/or Dr. Cormack.

VIII. Unfinished Business: None
IX. Meeting was adjourned at 3:07

Minutes recorded and submitted by Nielan Barnes