I. Call to Order
The meeting was called to order at 10:34 a.m.

Present:
(Committee Members): David Allen, Miren Boehm, Erica Bornstein, Martha Carlin, Sheila Feay-Shaw, Seyed Hosseini, Erin Winkler
(Non-Committee Members): Vicky Everson, Tracey Heatherington (Ex Officio), Tiffany Nation

Absent: Jennifer Clippert, Marija Gajdardziska-Josifovska (Ex Officio), Shelleen Greene, Jennifer Jordan, Jennifer Kehl, Hamid Ouali

Guests: Andrea Westlund (WGS), Merry Wiesner-Hanks (WGS), Lindsey McHenry (Geosciences), Anika Wilson (Africology), Harvey Bootsma (SFS), Margret Petrie (SFS), Sandra McLellan (SFS)

II. Announcements
There were no other announcements.

III. Approve Minutes from the February 20, 2017
Vicky Everson requested that her name be corrected under section four. She also clarified that the advice that she gave to Carlin that she did not have to meet with the certificate program was incorrect because she was unaware that the certificate and program review did not take place at the same time.

A motion was made and seconded to approve the minutes with revisions as recorded from the February 20, 2017 meeting.

The minutes were approved with revisions as distributed and passed unanimously.

IV. Geosciences MS/PhD Program Review Report
Martha Carlin served as the internal reviewer. Carlin informed the subcommittee that external and internal reports for the Geosciences MS/PhD program review have been circulated. She asked if there were any questions or concerns.

Seyed Hossieni asked Carlin for a verbal report on the Geosciences MS/PhD program review. Carlin reported that there were two errors in fact in the external report that the program has addressed in their program response. She reported that the biggest issue is funding and not having enough resources.

Lindsay McHenry, chair of the program, informed the subcommittee that the program was pleased by the external reviewers’ findings. The external reviewers both recognized the program’s strengths and excellence. She reported that enrollment is not growing for lack of enough funding and faculty to support and teach new students. Currently there are 27 active students. The program is receiving additional applicants for the program but the program is being forced to turn down good applicants.
Recommendation to continue MS/PhD program was moved, seconded, and passed unanimously.

V. **Women’s and Gender Studies 2015 – 2016 Certificate (Full) Review**

Martha Carlin served as the internal reviewer (there is no external review of Certificate programs). She asked if there were any questions or concerns.

Seyed Hossieni asked Carlin for a verbal report on the Women’s and Gender Studies certificate review.

Carlin reported that the program is 20 years old, and that the Certificate cannot be awarded until the student completes the graduate degree for which s/he is registered. This means the graduation rates for Certificate programs, including WGS, can appear to be very low, because many enrolled students do not complete their graduate degree.

Seyed Hossieni asked what was the recommendation of the report. Carlin informed Hossieni that the recommendation of the Certificate review is at the end of the document.

Andrea Westlund, former WGS department chair, reported to the subcommittee that per the Certificate Review recommendations the program is planning more recruitment during Open House. She reported that the program is in total agreement with the Certificate Review.

Recommendation to continue certificate program was moved, seconded, and passed unanimously.

VI. **Women’s and Gender Studies MA Program Review Report**

Martha Carlin served as the internal reviewer. Carlin informed the subcommittee that external and internal reports for the Women’s and Gender Studies MA program review have been circulated. She asked if there were any questions or concerns.

Seyed Hossieni asked Carlin for a verbal report on the Women’s and Gender Studies MA program review.

Carlin reported that the program is a new program that began in 2012. She reported that the program is experiencing funding issues. The program only has one full-time faculty member; the other faculty are cross-appointed from other departments. The program struggles with a small budget.

Andrea Westlund, former WGS department chair, reported to the subcommittee that per the external report recommendations the program is planning a bulk mailing in the Fall for advertising. She reported that the program is designed to serve MA students going on to a PhD with WGS training. She reported that the program has only been in existence for 5 years and enrolls approximately 5 – 6 students a year.

Recommendation to continue MA program was moved, seconded, and passed unanimously.

VII. **Africology PhD Program Review Report**

Carlin informed the subcommittee that external and internal reports for the Africology PhD program review have been circulated. She asked if there were any questions or concerns.

Miren Boehm served as the internal reviewer.

Carlin reported the external report questioned the department's name.
Erin Winkler, the former department chair, reported that this is semantic and a political issue. She informed the subcommittee that the department is discussing the external reviewers recommendation to change the program’s name. There are currently 9 students; 2 students have completed the PhD thus far.

Recommendation to continue PhD program was moved, seconded, and passed unanimously with one abstention (Erin Winkler, because she is also a member of the department).

VIII. Freshwater Sciences & Technology MS / Freshwater Sciences PhD Program Review Report

Martha Carlin informed the subcommittee that external and internal reports for the Freshwater Sciences & Technology MS / Freshwater Sciences PhD program review have been circulated. She asked if there were any questions or concerns.

Seyed Hossieni asked Carlin for a verbal report on the Freshwater Sciences & Technology MS / Freshwater Sciences PhD program review.

David Allen served as the internal reviewer and reported that the program is experiencing financial and funding issues. He reported that the external reviewers thought highly of the program and the SFS building. He reported that the graduate students are very happy. The external reviewers were also very impressed with the relationship that the program has with the community. The external reviewers recommended starting an undergraduate program. The external reviewers thought that the new facility was beautiful, but asked how are students able to get transportation to the off-site facility. Allen reported that the program is already working on the recommendations of the external report and are headed in the right direction.

Harvey Bootsma and Sandra McLellan represented the program and reported that all of the program’s graduate student support is from external grants. The program would be able to support more students if the program had more funding. The program needs more faculty to survive. The entire program depends on 5 – 6 faculty members. The addition of just three faculty members would greatly increase the ability of the faculty and the program to take on more students.

Recommendation to continue MS/PhD program was moved, seconded, and passed unanimously.

IX. Other Business

There was no other business.

X. Adjournment

The meeting was adjourned at 11:50 a.m.