**PRAC Meeting Minutes**  
September 8, 2021, 3:00-4:00 PM  
Zoom Meeting  
Minutes Recorded by Katie Chapman

**MEMBERS ATTENDING**
Rebecca Atkins  
Parastoo Azadi  
Kris Braman  
Jose Buitrago  
Mary Caplan  
Kylee Duberstein  
Brian Fairchild  
Leslie Feracho  
Mike Fulford  
Beverly Johnson  
Paula Krimer  
Piyush Kumar  
David Leigh  
Paula Lemons  
Michael Marshall  
Jim Moore  
Carol Morgan  
Dan Nakano  
Aliki Nicolaides  
Peter O’Neill  
Pamela Orpinas  
Lance Palmer  
Steven Pottier  
Welch Suggs  
**GUESTS**
Allan Aycock  
Katie Burr  
Katie Chapman

Katie Chapman called the meeting to order at 3:02 pm. A quorum was present.

Katie Chapman led the election of PRAC chair. Kylee Duberstein was nominated and voted PRAC chair.

PRAC Chair Kylee Duberstein called for nominees for chair-elect. Parastoo Azadi was nominated and voted to serve as chair-elect of PRAC.

The PRAC Chair and chair-elect each provided a brief introduction about their work at UGA and experience with the program review process.

Allan Aycock gave an overview of academic program review at UGA, the role of PRAC, committee expectations, and the role of the Office of Accreditation and Institutional Effectiveness.

Katie Burr represented the Office of Instruction and provided an overview on the importance of learning outcomes assessment at the university. Katie Burr will provide learning outcomes assessment reviewer training for PRAC members serving in this capacity.

Katie Chapman reviewed the program review process, elements of the review, procedures for the self-study and the details of virtual program review visits this fall.

Katie Chapman presented information items that will be the next steps in the program review process. Charge meetings will be scheduled this month, self-studies and survey data will be distributed to program review teams on October 1, 2021.

Kylee Duberstein adjourned the meeting at 3:57 pm.