

## Program Meeting Minutes

**Date:** February 7, 2014

**Time:** 10-12 p.m.

**Members Present:** Natalie Hensarling, Darla O'Dwyer

### **Business Conducted**

#### **DPD/DI**

Discussed the information Darla had from the coordinators meeting, including:

1. No HMS organized study abroad programs are being offered, each program will be responsible for initiating their own programs
2. Darla will put the following changes to the non-RD tract degree plan through the curriculum committee. Instead of HMS 420, there will be a choice-choose one course from the following list: HMS 304, HMS 332, or HMS 420
3. Schedule changes were discussed-mainly classroom changes
4. For courses submitted to OIT, coordinators will attend the review meeting and the course creator will have the option to select a 1 or 3 category

Discussed the new candidate interview which will be on March 7, 2014

Discussed Natalie's progress on the TracDat report for the DI program

Darla sent the DPD Alumni survey and Employer survey for the Livetext coordinator to put in Livetext. Public url's will be created. Will review the survey and make changes once it is in Livetext.

Need to update DPD student handbook

Discussed advisory board meeting-if we could have one every two years