**PRM Faculty Meeting Agenda**

**9.3.2019; 9:45 – 10:45 am**

**Location: Reid 131**

**Invited:** Andrew Bobilya, Glenn Middleton, Debby Singleton, Callie Schultz, Jeremy Schultz

1. Review and approve minutes from retreat & someone to take minutes

Glenn made motion to approve. Debby seconded, all voted to approve with 100% aye.

**Updates**

1. Any time sensitive updates (all)
   1. Contacted Continuing Ed to get information about progress of our two courses (post-Ling’s departure)
   2. Will submit the final EOE intent to establish today
2. Canoe Slalom (GM)
   1. Turn in volunteer sheet to Glenn by end of week
   2. Push registration and volunteering
   3. All proceeds go to the PRM undergrad scholarship
   4. Won’t put concrete sleeves back on river right….Molly will clear brush from sides of river pre-slalom
   5. Thursday will be course prep. Friday, practice, and Saturday is the slalom
3. PRM Important Dates Document (AB)
   1. Poverty Simulation itself is 4:30-7:30
   2. Callie will send a poverty simulation email with all the info.

**Discussion**

1. Round II- Draft Spring 2020 PRM Class Schedule – Due to Rena before September 23
   1. Consider Reid 128 and 131 if you have small classes (12 or less) book these through Rena now.
2. PRM Essay Requirements and Process (DS)
   1. All good, we are piloting this in PRM 250 and 260 this year
3. PRM Yearly Course Schedule and Related Documents (DS)
   1. One edit-remove PRM 461 at 8:00am on Thursday
4. PRM Handbook Updates (DS)

**Any Other Business**

1. Reminder to develop non-recurring purchase list to submit to Andrew

**Future Agenda Items**

* COAPRT Spring 2019 Report and Draft of Fall Assessment Plan