Motion that IPC recommend the program review process be modified to add an automated step of returning to program deans and to IPC a PDF with a summary of program review feedback for discussion and summarization of the program review process.

With regard to program review, IPC has observed that:

• Some authors feel they are not receiving feedback on their program review.
• IPC is concerned some of it's recommendations are not reaching the program authors.
• Many authors do not log into SPOL after the process is complete to fish out the feedback embedded in different parts of their program review.

IPC suggests the process have a simple step added to it's conclusion. To "close the loop," we recommend a feature be added to SPOL to produce a summary by automatically concatenating all feedback fields and outputting a compact list as a simple PDF document.

We suggest that upon conclusion of the review process this summary document for each program be returned to the appropriate dean and a copy to IPC with the request that deans meet and go over the summary with the program authors or at least distribute the summary to the program members.