



# WESTMONT

## MINUTES

Program Review Committee (PRC)

November 16, 2021

15:30 – 17:00

Winter Hall 210

<u>Committee Member</u>	<u>Present</u>	<u>Absent</u>
Angela D'Amour	x	
Elizabeth Gardner	x	
Michelle Hughes		x
Tim Loomer	x	
Tatiana Nazarenko	x	
Maryke Van der Walt		x
Diane Ziliotto		x

**Meeting start: 15:37 pm**

### **1. Prayer**

Angela led the committee in prayer.

### **2. Approval of PRC Minutes Oct 19, 2021**

Minutes approved at 15:39.

### **3. Religious Department request**

The Religious Studies (RS) department are currently asking for a one-year extension due to unforeseen circumstance. If the PRC decides to grant such a request, there will be more six-year reports to review in the 2022-2023 academic year than the PRC possibly can; the same situation will be repeated in the 2023-2024 academic year. The Faculty Council did not support the request to assign extra members to the PRC for these two years.

The PRC decided to grant the RS department a one-year extension.

Tatiana presented an alternative schedule of six-year report submissions for the PRC members to review and provide feedback. The schedule will be discussed at the first PRC meeting in January. The committee needs to develop a new policy on granting report submission extensions to the departments in Spring 2022.

#### **4. Education Department six-year report discussion**

Department of Education has been doing stellar work every year in accordance to their own accrediting agency (CTC). Even though the department can make some minor improvements in quantifying results, presenting data evidence, and clearly identifying needed resources, it is apparent that the department sets a strong standard for the Westmont departments. The PRC has full confidence in the program's future success, and will discuss at the first meeting in January how to provide adequate support to the department, especially in the area of required resources for maintaining the quality of the program.

#### **5. Other business**

The Committee discussed briefly whether programs like Westmont Downtown and Westmont San Francisco should be required to submit a report similarly to General Education and the Library. The conversation will be continued.

#### **Meeting adjourned**

At 16:20pm

Submitted by Andrew Sulayao