



# WESTMONT

## MINUTES

Program Review Committee November 30, 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: 15:32 pm**

### **1. Prayer**

Michelle led the committee in prayer.

### **2. Approval of PRC Minutes November 16<sup>th</sup> and 30<sup>th</sup>, 2021**

Minutes for the last two working weeks of November will be reviewed in January when all PRC members are able to attend.

### **3. Rescheduling Six-Year Reports**

Each Six-Year Program Review report is to be reviewed by the Program Review team usually consisting of one department faculty, one staff PRC member, and an External Reviewer. However, in the 2022-2023 and 2023-2024 academic years, there will be more reports than the program review teams can review. 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.

#### **4. Athletic Department and the Six-Year Report**

While the PRC awaits a report from the Athletic Department, the following should be considered:

- Does a program fit a major; i.e. a program?
- If co-curricular departments must submit annual and six-year report, should the department of Athletics be held to a similar standard?

#### **4. Other business**

Tatiana sought advice regarding Psychology and E&B report that have not been submitted yet. Both reports were assigned to Maryke who is wrapping up her service on the PRC. The committee advised Tatiana to reach out to Maryke with the suggestion to complete her assignment in Spring 2022 and offer her a gift card as a recognition of her extra work to be done in Spring semester.

#### **Meeting adjourned**

At 13:57 pm

Submitted by Andrew Sulayao