



WESTMONT

MINUTES

Program Review Committee October 19, 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: 15:43pm

1. Prayer

2. Approval of PRC Minutes Oct 19, 2021

Minutes approved.

3. Records – 2021 Annual Reports Evaluation by PRC

History has submitted its annual report and is awaiting review.

2021 six-year reports. Typically, entire departments along with their team leaders will meet with the Provost and Dean of Curriculum and Educational Effectiveness (DCEE) to discuss: strengths, areas for improvement, questions for inquiry, action plans, et cetera. External reviewers were available in past years for sight visits and input but due to unprecedented circumstances (COVID-19) external view site visits were restructured and conducted predominantly virtually for 2020 – 2021. This year, neither of the departments undergoing

program review, requires an external reviewer. The responses to their reports will be a more collaborate effort between program review teams and the office of Educational Effectiveness.

The DCEE requests to be CC'd on recently submitted responses to reports; this is to maintain a tidy archive in which reports and their responses may be shared and distributed if misplaced.

As previously mentioned, please do not hesitate to contact Tatiana with any questions or comments in regard to both annual report and the six-year program review report. Our goals is to provide responses to all submitted reports.

5. PR Handbook updates

WASC has changed their name to ASC WASC (Accrediting Commission for Schools, Western Association for Schools and Colleges. The PR Handbook will be uploaded on Google drive for edits, and on the Westmont program review archives for print and download.

6. Other business

The Assistant to the DCEE is currently in contact with Westmont IT and CATLab to better integrate the program review archive and hyperlinks on the DCEE website.

Meeting adjourned

At 16:38pm Andrew Sulayao