

MINUTES
Program Review Committee
Date: 9.7.22

Committee Member	Present	Absent
Angela D'Amour	X	
Michelle Hughes	X	
Bob Haring-Kaye	X	
Tim Loomer	X	
Jana Mayfield Mullen	X	
Tatiana Nazarenko	X	
Sandra Richter	X	
Steve Rogers	X	

Meeting started: 9:16am

1. Prayer

Tatiana led us in prayer.

2. Approval of PRC Minutes April 14, 2022

Minutes unanimously approved without changes

3. Tatiana reviewed online PRC documents on the Office of the Provost: PRC agendas listed there. All internal documents are in the Google drive PRC 22-23 folder

4. Election of the PRC Chair - committee unanimously approved Tatiana as chair of the PRC

5. Responsibilities and task of the committee for the fall semester and academic year - Tatiana distributed and discussed the PRC faculty committee description

6. Annual and six-year reports evaluation- 4 departments will submit their 6 year report this fall; one department submitted their action plan following their 6 year report; all other departments submit annual reports. See assessment assignments for committee members at this link:

https://www.westmont.edu/sites/default/files/users/user766/2022-2023%20records%20and%20assignments_September.pdf.

- Only one annual report submitted so far.
- Reports will be available in the Program Review Egnyte folder.
- Tatiana will add the annual and 6 year report review template to the google drive folder (currently they are only on the program review website)
- Tatiana will need to remove Student Life from the annual report review for this year as they will be submitting a six-year year report

7. Student Diversity Data: Tim Loomer

- See Tim's slide presentation in the PRC 22-23 google drive
- WSCUC's updated focus on: learning, student success, diversity/equity/inclusion
 - Are our students acquiring knowledge and skills related to diversity?
 - We assess through the Diversity ILO
 - Are diverse students at Westmont acquiring knowledge and skills as they should?
- Our departmental grades reports do show that some of our at risk students (first gen; HABH) are not performing equitably with our not at risk students.
 - Specifically Black or African American male students had lower GPAs in 21/22 than in previous years. First gen Hispanic female students had lower GPAs than male counterparts.

8. New report submission schedule and policy updates: Michelle Hughes

- 7 year report extension request guidelines were drafted by the PRC last spring (see doc in the PRC google folder)
 - Might be helpful to clarify that this document is for a year-long extension
 - This new policy will not necessarily be shared with the faculty; only upon request
 - Requests must be made in writing and a one year delay does not change the 7 year schedule and when the next report is due
 - Tatiana requested that all new PRC members review and suggest edits to the document

9. Other business

Meeting adjourned: 10:45 am