

MINUTES

Program Review Committee

Date: 12/6/23

Committee Member	Present	Absent
Angela D'Amour, Dean of Student Engagement	x	
Bob Haring-Kaye, Professor of Physics	x	
Tim Loomer, Assistant VP of Institutional Research, Planning and Implementation	x	
Rebecca McNamara, Assistant Professor of English	x	
Carolyn Mitten, Assistant Professor of Education	x	
Tatiana Nazarenko Dean of Curriculum and Educational Effectiveness	x	
Steve Rogers, Professor of Psychology	x	
Diane Ziliotto, Associate Library Director and Special Collections Librarian, College Archivist	x	
Julian Paley, Recording Secretary, AMS Coordinator and Data Analyst	x	

Meeting started: 3:30

1. Prayer

Julian opened us up in prayer.

2. Minutes of September 13, 2023.

Minutes were approved unanimously.

3. Records

- a. Athletics responded and is meeting with Tim Loomer on December 8.
- b. Most of the departments submitted their reports, but Economics and business was submitted late.
- c. The committee was asked to think about who submitted the best annual reports and the best six/seven-year report as the best reports will be awarded.

4. Program review teams reports about site-visits: team leaders and members

- a. Religious Studies site visit went well. Karen Winslow was very insightful and focused on enrollment and class size among other things. Karen also mused the idea of four GE Common Contexts courses for students to choose between Christian Doctrine and World Religions.
- b. Kinesiology site visit went well. Hunter Paris wanted to look at space, class sizes, and whether it is feasible to offer more upper division classes for Kinesiology. Hunter thought that it would be a great idea if we had more lab space, but even more importantly to access to a cadaver lab. He also mentioned the possibility to share space within the science division since this is a common practice at higher education, which helps institutions to solve the problem of not having enough lab space.
- c. Art site visit went well. Dave Adey was amazed by our facilities. He also acknowledged that Westmont recently added a graphic design class, but thinks that we need to modify this class to meet current expectations for the class of this type. He also brought up the idea that economics and business students might benefit from taking the graphic design course. He also suggested to add a Laser or 3D printer for students.
- d. Philosophy site visit went well. Daniel Speak conducted the previous six-year review and is familiarized with the departmental issues. He was able to see how the department was able to grow since his last visit. Daniel does think that we should add more class options for philosophy students. Also, the idea of a PPE major was brought up again as a move in the right direction. Daniel was amazed on how well faith was incorporated in the Philosophy department; he believes that the department can assist the entire institution with faith integration across the curriculum.

5. Action Plans on the departmental Program Review websites

- a. The committee voted on if the Action Plan of each department should go on their website in the program review section. The committee voted against this but agreed that Action Plans should be stored in the Departmental Program Review Archives on Egnyte.
- b. Julian Paley will train all academic assistants in January on how to do add Action Plan to the departmental Program Review Archives

6. Other business

- a. Rebecca McNamara will have a meeting with Sandra Ritcher to pass her the results of the Fall 2023 site-visit for the Art department and help her finalize the team report.
- b. Julian will provide training for academic assistants on how to do password-protected PDF so that all of the program review sections will be up to date on the Westmont website. This training will take place in January 2024.

Meeting adjourned: 4:41 pm