2012 Program Review Committee Report to the Academic Senate
Submitted by Tatiana Nazarenko
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2011-2012 Program Review Committee: John Blondell, Alister Chapman, Ray Rosentrater, Tatiana Nazarenko (Chair), Edd Noell (fall), Debra Quast, Tim Wilson, and Bill Wright. Committee Recording Secretary: Barb Kennedy

The Committee had 15 scheduled meetings in 2011-2012; seven in fall and eight in spring. As well, the faculty members held an additional session during the Mayterm to discuss faculty responses to a newly-developed Program Review Guide.

Major tasks accomplished:

- **Reviewing and responding to six-year program review reports and annual assessment update reports.** The Committee reviewed and responded to four Six-Year Program Review reports and 23 Annual Assessment Update Reports. 22 reports were submitted within the fall semester. Using this opportunity, the Program Review Committee would like to express their gratitude to the academic and co-curricular departments for their timely report submissions and for the quality of their annual and six-year reports.

  One program was granted an extension until February 2012 and they submitted their report in a timely manner. The Library program received a two-year extension for their six-year program review report submission since they introduced a new library instruction program and require some time to collect the data. Two six-year reports (Departments of Arts and Kinesiology) and three annual reports (Departments of Chemistry, Modern Languages, and Intercollegiate Athletics) were awarded Excellence in Program Review and Excellence in Assessment awards, respectively. Following the reports’ revision, the Committee members met with all the academic and co-curricular departments to discuss their reports and to provide support as required.

- **Participating in the 2011 WASC Special Team campus visit.** Teaming with the Steering Committee, Academic Senate, General Education Committee and other pivotal groups involved in coaching and directing faculty and the college community at large for successful WASC Special Team campus visit,

- **Reviewing course release and stipend request submitted by the academic departments.** Reviewing and providing recommendations to the Provost for granting a course release to the Department of Modern Languages and a stipend to the Theatre Department for the purpose of six-year program review report preparation.

- **Participating in developing “Program Review at Westmont” document.** The Committee members collaborated with the Academic Senate on developing the Program Review at Westmont: Missions-Driven, Meaningful, and Measurable” document approved at the 03.30 2012 faculty meeting.

- **Developing the Program Review Guide.** In spring 2012, the Committee members developed a new document to aid faculty in the program review process, while simultaneously
streamlining and simplifying the entire program review process at Westmont. The major concepts and principles of the restructured program review process were vetted with the key faculty during two meetings in May 2012. The faculty feedback allowed the Dean of Curriculum and Mary Docter, a faculty member not currently serving on the PRC, to complete the final draft of the Program Review Guide by September, 2012. Currently, the Program Review Guide draft is being reviewed by the PRC members. The restructured program review process will be presented to the Academic Senate and full faculty for approval in the 2012-2013 academic year. The new program review process will be piloted by the Departments of Modern Languages and Theatre Arts, as well as Westmont in San Francisco program during the current academic year.

- **Facilitating faculty participation in WASC workshops.** In 2011-2012, two faculty members attended a WASC Program Review Workshop and shared their take-away points with the Department Chairs and the PR Committee. Their suggestions were considered in the course of writing the PR Guide.

- **Modifying the PRC Handbook.** In the 2011-2012 academic year, a pilot version of the PRC Handbook was used and modified in response to the PRC members’ feedback.