

**Westmont Music Department
Six-Year Report Action Plan Response
August, 2020**

Pursuant to the recommendations from the Program Review Committee, the Music Department offers the following action plan to address the programmatic and assessment related objectives of the department.

PRC General Recommendations:

- 1. Ensure that all music degrees and programs including the Bachelor of Music are in compliance with NASM's standards.*

The Music Department has filed a response to the NASM Accreditation Commission addressing all concerns that were expressed by the Commission and the 2019 visitation team following our most recent (2019) accreditation audit. Commission response has been delayed until December 2020 due to the inability of the Commission to meet in light of Covid 19 travel and meeting restrictions. We will take whatever steps are required once we hear back from the Commission with either their affirmation of our compliance, or admonitions for further corrective measures.

The response filed with NASM in March of 2020 is attached.

The Music Department continues to follow all of NASM's reporting requirements for continuing offerings and program revisions. Additionally, the department has completed a thorough review of the College Catalog to confirm that all programs are accurately presented there.

- 2. Prepare for anticipated retirements and facilitate smooth transition to new faculty.*

The Music Department is prepared to address any and all upcoming retirements. With the addition of the 6th full-time faculty line in the fall of 2020, we have a clear vision for the distribution of assignments as they are currently identified, and will be able to craft position descriptions as needed to address faculty turnover when it occurs. We are committed to active involvement in professional guilds that will assist us in connecting with strong and diverse applicant pools when the time comes to engage those searches.

We will continue to advocate for the two additional full-time faculty lines as identified in our strategic planning to continue to consolidate adjunct positions to bring the Music Department more closely in alignment with the percentage of full-time faculty offerings offered by other academic departments and advertised by the College. The appointment

of full-time studio voice and wind-instrumental music education positions remain our next priorities.

3. *In collaboration with the Provost Office develop a strategic plan for Music student enrollment growth.*

The Music Department has long engaged in an active program of student recruitment in cooperation with the Office of Admissions and the Provost, and offers the attached strategic plan draft that outlines the continuation of those endeavors.

4. *Collaborate with the Provost office, Advancement Office and Strategic Planning Committee on addressing NASM's short-term and long-term development recommendations and suggestions.*

Among the specific items to be addressed are the hiring of additional faculty, adjunct faculty pay enhancements and a 350-seat recital hall.

The Music Department has submitted a plan to the Provost and Vice President for Advancement outlining proposed faculty development and funding strategies for adjunct faculty pay enhancement. Plans for facilities are an established part of the College masterplan and currently await donor funding and capital campaign prioritization.

5 & 6. Alumni Survey:

- *Include some additional open-ended questions in the alumni survey to elicit opinions and suggestions.*
- *Provide a more substantive interpretation of the survey results, including any proposed adjustments they are considering in response to alumni remarks.*
- *Provide a more substantive analysis of data provided in the appendices.*

The Music Department is committed to working with the PRC to revamp the alumni survey for use in conjunction with our next six-year report

7 & 8. Various procedural enhancements:

The Music Department notes the PRC's suggestions for organization and proof-reading of materials and will be attentive to these in future six-year reports.

Additionally, the Music Department notes that the measurement protocols for the Music Literacy PLO have been revised to eliminate the use of grades in assessing the score identification standard. Future assessment will move to specific analysis of the score identification evaluation tools as established by Dr. Brothers.