Program Review and Outcomes Assessment Subcommittee - Minutes
San Diego Miramar College
Monday, October 2, 2023 ● Zoom 811 9472 1500 Pw: FA2023 ● 3:00 p.m. to 4:30 p.m.

Members: *Present:* Patti Manley (Co-Chair), Daniel Miramontez (Co-Chair), Brett Bell, Michael Odu (proxy by M. Patel), Adrian Gonzales, Xi Zhang, Joel Palhegyi, Julia McMenamin, Mary Hart, Catrina Gillus, and Johanna Lindgren. *Absent:* Darren Hall
Vacancies: Co-Chair; Classified Professionals (2); Faculty BTCWI (1); Health Services Designee (1); Student (3).

A. **Call to Order:** The meeting was called to order at 3:03 p.m.
B. **Approval of Agenda and Minutes:** Agenda for October 2, 2023 was moved by M. Hart, seconded by C. Gillus, no nays, discussions or abstentions, motion carried. Minutes for September 18, 2023 was moved by A. Gonzales, seconded by M. Hart, no nays, one abstention by C. Gillus, no discussions, motion carried.

C. **New Business:**

#	Item
1	Review of Institutional Student Learning Outcomes (ISLOs). Started looking at ways to effectively assess Institutional Student Learning Outcomes (ISLOs). The college has four ISLOs: ISLO1-Knowledge of Human Cultures and the Physical and Natural World, ISLO2-Intellectual and Practical Skills, ISLO3-Personal and Social Responsibility, and ISLO4-Integrative and Applied Learning. Initial process for review includes feedback from literature reviews, Listserv responses, and reviewing what other colleges are doing. Findings/feedback will be presented at next meeting. Current way of assessing ISLOs is through a graduation survey, which may not be an effective way to measure student learning. Latest graduation survey showed only 157 students' responses (15%, 1,046 graduates w/emails). Responses to questions will be reviewed and connected to an ISLO. It was mentioned that there are about 3-years of data on indirectly measuring ISLOs, but is inconsistent. This is a major gap in our institution. Moving forward, will be looking at doing an environmental scan and gathering more information via Listserv – to deconstruct and see what will for work us as a college (meaningful ISLOs). ISLOs should be pertinent to all areas of the college, specifically the three divisions. As well, ISLOs within the college's integrated planning framework.

D. **Old Business:**

#	Item
1	Committee Membership and Charge Review. Feedback from last meeting was reviewed and discussed. CGH forms were submitted accordingly to meet Friday deadline. Changes to General Edit included Co-Chair title revisions to Program Review and Outcomes Assessment Facilitator and Dean of Institutional Effectiveness. Changes to Membership included: 1) For Administrators, omitting PRIELT, to be replaced by Institutional Effectiveness. 2) Classified Professionals specific departments (Instructional Services, Administrative Services, and Student Services). 3) For Faculty, SLO Coordinator and Program Review Coordinator combined to one Program Review and Outcomes Assessment Facilitator, PRIELT to Library and Academic Success Center (ASC), and General to Counseling, and Health Services/Mental Health to Student Services/Special Programs. There will be no changes to student committee membership, but conversation will be had with Associated Student Government for input and feedback. Updates to Purpose/Charge included wordsmithing of committee to subcommittee, adding PROASC as a subcommittee of Planning, Institutional Effectiveness, and Research Committee, and to omit "Student Learning". For Responsibilities: To add "Program Review and Outcomes Assessment to fifth bullet point, omit "PR and SLOs and", updating this to "program review and outcomes process to", and to omit roman numerals I-III. In Procedures, add "Research" to "Planning, Institutional Effectiveness, and Research". Next step will be College Governance Handbook Taskforce for review, then will go to College Council for approval.
2	Program Viability: Graphics Program Discontinuance Update. First read went to College Council, second College Council read will be on October 10, 2023. Once approved, it is expected to go to the Board of Trustees for final approval on November 9, 2023.
3	Program Viability Process Revision - Update (approved PIER date: 4/14/23). Revision of process will be on hold until Graphics Program Discontinuance has been approved. Currently, operating under the existing Program Viability Process. Will begin review of revision around late fall or early spring. Has been approved by PIER Committee, but will still need to go through constituencies to approve the revision of process.
4	Nuventive – Mapping, Collegewide ISLOs, Equity Gaps, College Priorities, Strategic Goals, Guided Pathways. Nuventive is the latest college platform for program review and outcomes assessment. Nuventive maps to collegewide ISLOs,

Success Factors, Collegewide Priorities, Strategic Goals, and Guided Pathways. In the process of mapping Equity Gaps, Strategic Enrollment Management (SEM), and the Miramar Education/Institutional Plan. Sample of Program Review Mapping in Nuventive was previewed:
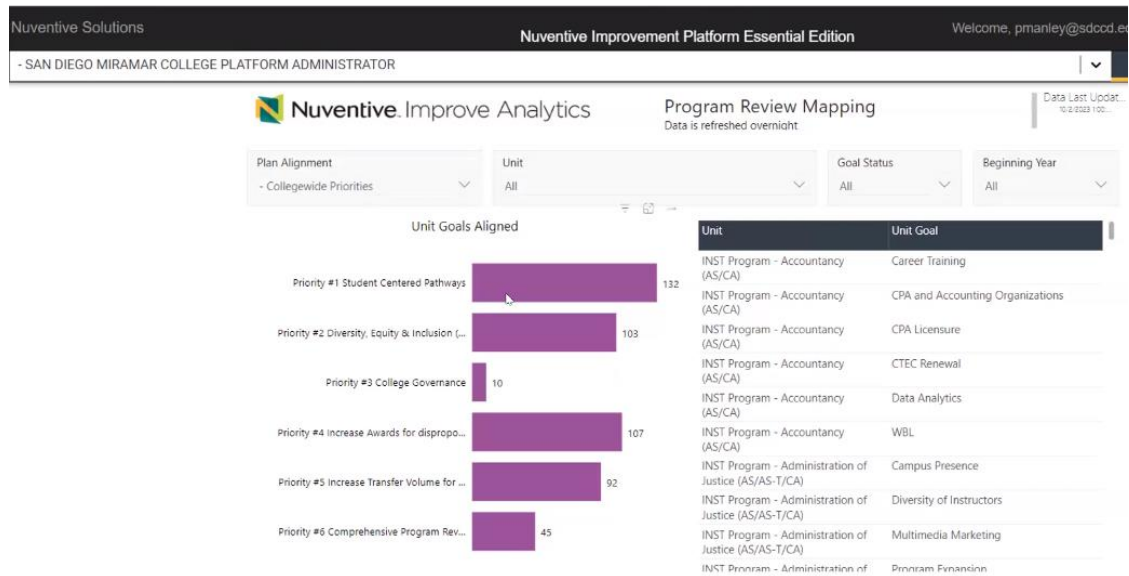
Another highlight of Nuventive is that it has an exporting function that will allow for downloading of data for detailed reports. Suggestion was made on having training on how to map, and to know the "what and why" of are mapping (to be intentional, not for the sake of compliance). Exported data from Nuventive will be printed out and disaggregated by division and shared with the college's Vice President for review and feedback - to see what goals are mapping to what, how to better use the information, what the patterns are, and what is common. Will be looking into an alignment mapping similar to discussions on mapping with the college's Strategic Plan and the Miramar Educational Plan. The Strategic Plan guides the direction of the college within a 7-year cycle (currently in mid-cycle review). Suggestion was made to take this agenda item and present this at the Executive Planning meeting to continue conversation. It is noted that the college is at the end of the current 3-Year Program Review cycle.

E. **Announcements:** Notifications has been sent that Resource Requests will be exported from Nuventive. Any requests for Contract Faculty and Classified Professional positions needs to be entered into Nuventive and have to be mapped to a program goal. As well, to review what was entered in "Other" in Nuventive (to have the correct category or identification), to review areas that are blank, to be specific about requests, and to review the budget object code. Nuventive is an important tool that will guide resource allocation and development for the college. Suggestion was made to have conversations with those doing program review through the management structure.

F. **Adjourned:** Meeting was adjourned at 4:04 p.m.

G. **Next Scheduled Meeting:** Monday, October 16, 2023.

San Diego Miramar College 2020 – 2027 Strategic Plan Goals
I: Pathways – Provide student-centered pathways that are responsive to change and focus on student learning, equity, and success **II:** Engagement-Enhance the college experience by providing student-centered programs, curriculum, services, and activities that close achievement gaps, engage students, and remove barriers to their success **III:** Organizational Health-Strengthen Institutional Effectiveness through planning, outcomes assessment, and program review processes in efforts to enhance data-informed decision making **IV:** Relationship Cultivation - Build and sustain a college culture that strengthens participatory governance, equity efforts, and community partnerships **V:** Diversity, Equity, and Inclusion (DEI)-Build an environment that embraces diversity, equity, inclusion, Anti-Racism, and social justice for the benefit of the college community
** **ACCJC Accreditation Standards (Adopted June 2014):** Mission, Academic Quality and Instructional Effectiveness, and Integrity. II. Student Learning Programs and Support Services. III. Resources. IV. Leadership and Governance.