

Program Review and Outcomes Assessment Subcommittee - Minutes

San Diego Miramar College

Monday, October 7, 2024 • Hybrid Meeting: Zoom 811 9472 1500, Pw: 202425 or Room L-108

Members: Present: Patti Manley (Co-Chair), Daniel Miramontez (Co-Chair), Adrian Gonzales, Brett Bell, Xi Zhang, Mary Hart, Joel Palhegyi, and Johanna Lindgren. **Proxy:** Michael Odu (by L. Ascione) **Absent:** Catrina Gillus, and Jon Alva, **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 3:04 p.m.
- B. **Approval of Agenda and Minutes:** Agenda for October 7, 2024 was moved by X. Zhang, seconded by M. Hart, no nays, discussions, no abstentions, motion carried. Minutes for May 6, 2024 was moved by M. Hart, seconded X. Zhang, no nays, motion carried.
- C. **New Business:**

#	Item
1	<u>Committee Membership and Charge Review.</u> Committee membership, purpose/charge, responsibilities, procedures, and meeting frequency was discussed and reviewed. CGH Change Form will be submitted to correct count for Classified designees to four (from five), Faculty designees to 8 (from 9). As well, a title update will be request for Researcher to Research and Planning Analyst. No appointments received for ASG, will remain vacant. Discussion was opened to reduce student designees count to two, instead of three. Recommend to have discussion with ASG regarding designee reduction (with explanation on how committee reaches quorum). Proposal was made to add/solicit member to fulfill BTCWI designee vacancy (no representation for two years). Also recommended was to bring in the Equity Faculty Coordinator. Concern was that being non-instructional, individual will not have experience with the program review and outcomes assessment process. Will forego this proposal to give space for position to evolve a little more.
2	<u>2024-2025 PROASC Committee Meeting Calendar.</u> Meeting will now be in hybrid format. Recommendation was made to have meeting once a month (instead of two times per month) since this subcommittee focuses and functions very well on a broader review, feedback, and input to work done (and is also reviewed in PIERC). Consensus was reached for PROASC meetings to be held once a month, on the 1st Monday of the month as articulated in the CGH Handbook meeting frequency. Meeting calendar will be updated and sent out accordingly.

- D. **Old Business:**

#	Item
1	<u>2024-2027 Program Review Outcomes Assessment Functional Plan.</u> This PROA Functional Plan, focus over the next three years, will be on equity (specifically on disaggregation). Reviewed was Miramar's Quality Definition and activities to achieve Strategic Goal, and its alignment to the Strategic Plan and Accreditation Standards. This functional plan references the PROA Guide, the Equity Plan, and will close out the last planning cycle. Quality Program Review process is housed in the new Nuventive platform. There were no significant changes, only added clarifications (this is a collaborative effort from the entire college). Currently, it is moving through governance process. Classified Senate has two reads, Academic Senate has its first read (will continue with second read), and will go through ASG with their first read. Has been approved by President Cabinet. Once updates and feedbacks are incorporated, will continue to College Council for final approval.
2	<u>Program Review Viability Process.</u> In the process of revising the Program Review Viability Process. In particular, to language in regards to the program discontinuance portion of this process. Will be exploring at what other colleges are doing, and what program modifications were made. As well, will be looking into the addition of Bachelor programs to ensure program initiation process is clear. Will continue to provide updates accordingly.

- E. **Announcements:** Will be pulling final resource request from Nuventive (with filters added). Public version of PREDD is available.
- F. **Adjourned:** Meeting was adjourned at 3:53 p.m.
- G. **Next Scheduled Meeting:** Monday, November 4, 2024.

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): I. Mission, Academic Quality and Instructional Effectiveness, and Integrity. II. Student Learning Programs and Support Services. III. Resources. IV. Leadership and Governance.