

Program Review and Outcomes Assessment Subcommittee - Minutes

San Diego Miramar College

Monday, March 3, 2025 • Hybrid Meeting: Zoom 811 9472 1500, Pw: 202425 or Room L-108

Members: Present: Patti Manley (Co-Chair), Daniel Miramontez (Co-Chair), Xi Zhang (proxy by Luis Cuarao), Mary Hart, Catrina Gillus, Johanna Lindgren, and Doris Musson. **Absent:** Jon Alva, Joel Palhegyi, Adrian Gonzales, Brett Bell, Michael Odu, and Rayyan Talal Ahmed. **Guests:** Lisa Cole Jones and Steve Quis.

Vacancies: Co-Chair; Classified Professionals (2); Faculty BTCWI (1); Health Services Designee (1); Student (2).

A. **Call to Order:** The meeting was called to order at 3:01 p.m.

B. **Approval of Agenda and Minutes:** Agenda was moved by M. Hart, seconded by L. Cuarao, no nays, discussions, no abstentions, motion carried. Minutes are tabled.

C. **New Business:**

#	Item
1	<u>Resource Allocation Process</u> . Email was sent out to Student Services, Administrative Services and Instructions as a reminder to make sure descriptors (titles and descriptions) in Nuventive for Research Requests were clear, specific, and detailed.
2	<u>President's Office Program Review Workgroup</u> . To address offices that are not being caught in the program review process, workgroup will be formed to create program reviews for the offices of Public Information, Entrepreneurship and Development, Lead and Equity, and Institutional Effectiveness (offices under the purview of the President's Office). This is due to the array of unique functions of what these offices do, and to create a customized workspace within Nuventive to address program review needs. Workgroup will be established consisting of the four offices. Meeting dates will be established.

D. **Old Business:**

#	Item
1	<u>SLO/SUO Assessment Status Update</u> . Closed out three-year cycle, new cycle was started in July 2024. The college's assessment scores were lower than expected, at 42 to 45% from the previous cycle, but have increased to 63% in the current cycle. The goal is to maintain the progress and continue the assessments for the next three years. Low scores in the previous cycle could be attributed to environmental factors such as the Covid-19 pandemic and multiple reorganizational changes within the college. Will be continuing assessments for the new cycle to ensure progress is made.
2	<u>Program Review Process Alignment Mapping Update</u> . Previously, goals had to align with strategic goals, ISLOs, and the Six Factors for Success, among other initiatives. Now, it is directly aligned to strategic goals and directions, with each direction listed individually. Instructional area will be the first inputting information in April. This will streamline the process and ensure college's goals will speak to the District's strategic goals. The new three-year cycle that aligns with the strategic plan cycle, allowing for more nuanced data on goal progress. All resource requests will now be tied to a program goal, which will be tied to a strategic direction.
3	<u>Program Viability Review Process Update</u> . Discussed was the development and improvements made to the program viability process. This included the discontinuation of one program, the addition of a bachelor's program, and feedback from individuals that went through both the new initiation and discontinuance process (what were the gaps and what was missing). The program initiation process was defined, reviewed, and feedback was provided - working with the college's Articulation Officer, Curriculum Chair, Academic Senate President, and Dean of Institutional Effectiveness. This included information about initiating a bachelor's program and the need to define the program initiation process. The new process includes a clearer program modification and improvement process, as well as a more detailed discontinuance process (with a focus on students' needs). Document will be sent out for subcommittee members to review, and provide feedback for the next scheduled meeting.

E. **Announcements:** Collegewide Planning Summit will be held on March 14, 2025.

F. **Adjourned:** Meeting was adjourned at 3:44 p.m.

G. **Next Scheduled Meeting:** Monday, April 7, 2025.

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.