

SAN DIEGO MESA COLLEGE

Program Review Steering Committee Minutes

October 6, 2023

Zoom ID: 819 9309 6383

1:00 p.m. to 2:30 p.m.

Attendees

Hai Hoang, Erika Higginbotham, Lorenze Legaspi, Dina Miyoshi, Linda Hensley, Bruce Naschak, Liza Rabinovich, Catherine Cannock, Ayana Woods, Yuka Brown, Mark Abajian

Absent: Michael Cox (excused), Rachel Russel, Ellen Engels, Howard Eskew, Kimberly Mills

Continuing Business

1. Meeting called to order by Hai Hoang @ 1:08 pm
2. Welcome new committee members
3. Approval of minutes from 9/1/23
 - Approved - 10/6/23
 - Motioned - Lorenze Legaspi
 - Seconded - Dina Miyoshi
 - Abstained - Ayana Woods
4. Program Review
 - a. [Training Schedule](#)
 - b. [Nuventive training videos](#)
 - c. Nuventive access:
 - i. Access is through the direct [website](#), or on [Mesa's Program Review website](#), log in with SDCCD email credentials.
 - d. Update: 10 attendees at training held today, October 10, 2023.
 - i. Liza Rabinovich shared that if any departments wanted personal training, that she was available and to reach out.
 - ii. Liza is working with Joel to create a landing page for Nuventive
 - iii. The team is aware that when logging in to People Soft, "Task Stream," still shows as the name. An IT ticket has been created to change it.
 - iv. FHP, CHP, BARC training to be held the week of October 16- 20.

New Business

1. Promotion / support of Program Review
 - a. Hensley shared there have been questions from faculty regarding updates in program review.
 - i. Dina shared that this is an update year of Program Review, so if there are not any updates to be made, lead writers should go in and confirm that the content looks right. They could also update the goals (ongoing, in progress, etc.). If they have resource requests, the goals should be tied to the resource requests. If they must change a goal, or if it is no longer an applicable goal, we need to create a way to archive the goal or mark it complete, instead of deleting it.
 - ii. Liza Rabinovich confirmed that we have the ability to archive goals in Nuventive. We will clarify further with the lead writers.
2. Process for committee to join Program Review
 - a. In terms of technology: we would need to create a space for the committee in Nuventive. As of now, there are no committees in Program Review.
 - b. In terms of process: We need to clarify the process for new entities to join Program Review (ex: Committees, Serenity space, etc.)
 - c. Next steps: More research and clarification are needed to move forward.
3. [Deliverables](#) for 2023-2024
 - a. Motioned: Lorenze Legaspi
 - b. Second: Leticia Diaz
 - c. Approved: 10.6.23

Action Items

Next Meeting

November 3, 2023

Reminders

Adjournment

Meeting adjourned at 1:36 by Dean Hoang

Minutes

Submitted by: Catherine Cannock

Approved on: November 3, 2023