

**San Diego Mesa College
Program Review Steering Committee
Meeting Notes**

Friday, February 7, 2020
11:00 p.m. – 12:30 p.m., LRC432

ATTENDEES/ PROXIES	<i>Steering Committee/Liaisons</i>	
		Pegah Motaleb (excused)
	Bridget Herrin , Co-Chair	Isabel O'Connor
	Lorenze Legaspi, Co-Chair (excused)	Monica Romero (excused)
	Bruce Naschak, Co-Chair	Vang Thao
	Erika Higginbotham Co-Chair	Ellen Engels
	Mark Abajian	
	Juan U. Bernal	Administrative Support:
	Kevin Branson (excused)	Helena Almassy
	Andrew Hoffman (absent)	Mona King
	Chris Kalck	Anda McComb
	Ian Kay	
	Marichu Magana (excused)	Guest:
	Larry Maxey (excused)	
Dina Miyoshi		

Agenda Item A: Call to Order: Approval of March 22 Minutes

DISCUSSION	<ul style="list-style-type: none"> Approval of May 3, 2019 Minutes Minutes were M/S by Chris Kalck and Erika Higginbotham and approved
-------------------	--

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> Post approved minutes on the Program Review website. 	<ul style="list-style-type: none"> Mona King 	<ul style="list-style-type: none"> Before next meeting

Agenda Item B: New Business

DISCUSSION	<ol style="list-style-type: none"> Membership: <ul style="list-style-type: none"> New members: Vang Thao, Ellen Engels, and Isabel O'Connor.
-------------------	---

	<p>2. Review of Spring 2020 timeline</p> <ul style="list-style-type: none"> • Immediately after the Taskstream closes on February 10, 2020, the resource committees will have access to the resulting resource requests. <p>3. Process Changes</p> <ul style="list-style-type: none"> • The role of program review may change with the development of both a 10-year and 5-year plan via the Mesa2030 Taskforce. • There is an emphasis on having effective communication across all departments and committees that are providing input into the Mesa 2030 Masterplan. • We want to be sure the Program Review process continues to be meaningful. • There were suggestions to streamline the Program Review in a simpler way and align it across departments so as not to be too burdensome on people. Special focus on the impact to CTE areas that are already mandated to report in a variety of places. • Representatives will go back to their groups and ask for suggestions about content and format of work spaces. <p>4. IP Survey</p> <ol style="list-style-type: none"> a. Questions from Integrated Planning (IP) Survey were reviewed by the committee. b. Changes will be made by IE staff c. IP survey to be sent on Feb. 10 and will remain open for 2 weeks. <p>5. Schedule of meetings and topics for the semester</p> <ul style="list-style-type: none"> • March 6, 2020 <ul style="list-style-type: none"> ○ ○ Review results from IP survey ○ Representatives bring suggestions from their constituency groups around content and format of 20/21 PR workspaces • April 10, 2020 <ul style="list-style-type: none"> ○ Discuss resource forms with the goal of aligning the three forms (CHPA, FHP, BARC)to the PR workspaces • May 1, 2020 <ul style="list-style-type: none"> ○ Program Review 20/21 content will be finalized. ○ Access to a draft module will be available. ○ The timeline for Program Review will become reviewed. ○ Program Review process changes will be discussed. ○ Summer Workgroup will be formed.
--	---

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• Post IP Survey results	• IE Office	• May 6, 2020

Agenda Item C: New Business:

DISCUSSION	1. Schedule
-------------------	-----------------------------

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
•		

Agenda Item D: Announcements/Adjournment:

DISCUSSION	<ol style="list-style-type: none"> 1. Next meeting March 6, 2020 2. Bridget Herrin adjourned the meeting at 12:35 p.m.
-------------------	--

Submitted by: (Mona) Sahar King

Approved on: _____

DRAFT