

San Diego Mesa College

Meeting Notes

November 4, 2022

1:00 p.m. – 2:30 p.m. via Zoom

ATTENDEES	
Co-Chairs	Faculty
Bridget Herrin – IE (excused)	Mark Abajian – Business and Technology
Erika Higginbotham – DSPS/ Student Services	Bruce Naschak – Humanities
Lorenze Legaspi – BARC / Admin Services (absent)	Michael Cox – Curriculum
Dina Miyoshi – Instruction	Kimberly Mills – HS & PS
	James Hinton – Math and Science (absent)
Administrators	Alison Gurganus – LRAS (absent)
Linda Hensley – Humanities	John Crocitti – AS Pres/Designee
Leticia Diaz – Student Equity (absent)	Jake Portugal – ES, Health, Dance & Athletics (absent)
	Alex Berry, Rachel Russell – CTE
Classified Professionals	Arts & Languages – VACANT
Mona King – CS Pres/Designee (excused)	Student Affairs – VACANT
Joel Arias – Admin Services (absent)	Student Development – VACANT
Instruction – VACANT	
Olivia Picolla – Student Services (absent)	Committee Reps
	Alex Berry – Strong Workforce
Students: Forest Corbett (absent)	Isabel O'Connor – FHP
	Ellen Engels – CHP (absent)
Administrative Support	Lorenze Legaspi – BARC (absent)
Stephanie Oldengarm	Howard Eskew – Pathways (absent)
	Liza Rabinovich – Outcomes
Guest: N/A	

Agenda Item A: Call to Order: Approval of October 14, 2022, Minutes

DISCUSSION:
<p>1. Approval of September 2, 2022, Minutes.</p> <p>a. Minutes were M/S by Bruce Naschak and Kimberly Mills and approved.</p>

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. Post approved minutes to the PRSC website	1. Stephanie Oldengarm	1. Before the next meeting

Agenda Item B: Continuing Business

DISCUSSION:

1. Nuventive Implementation (Objective: Update)

- Continuing to work on building the Program Review space during weekly meetings between Nuventive workgroup and Nuventive representatives.
- During this week's meeting (11/2/22), the Nuventive programmer met with the workgroup and discussed resource request/homepage configuration.
- Discussed configuring dashboards in Nuventive that will show after rankings, overall data, individual program data with scoring; integrating parts to give full reporting capabilities.
- Liza has forwarded list of all Lead Writers and Managers to IT for Nuventive access once finalized space is implemented.
- Questions from PRSC:
 - How do we access Nuventive?
 1. We are currently testing within the sandbox. You will be prompted to authenticate with your SDCCD credentials (this is the SSO you encounter when logging into Outlook for the first time/on a new machine). You can access the [Nuventive sandbox here](#).
 - What should we be doing right now?
 1. Log into the Nuventive sandbox as outlined above and explore the Program Review space. You will not find information specific to your program right now – just the general layout and features. It would be helpful to the Nuventive workgroup to receive feedback about anything unclear, confusing, suggestions regarding the layout/ease of navigation.

2. [Updated Timeline Draft](#)

- PRSC members expressed concerns with the current timeline draft.
 - Unsure that folks can learn the Nuventive system and able to complete Program Review on time for approval at Spring PCab.
 - Is it realistic to expect Lead Writers to have been working on Program Review and ready for Manager review in March?
 - Additional guidance on assessing this cycle vs. previous years? A large amount of the data coming from remote learning during the pandemic, only one semester of data for on-campus classes. Concerned about a lot of speculation, guessing particularly with resource request portion.
 - Concerns about some departments being unable to meet the deadlines as currently set due to Spring being their busiest time of the year.
 - What is the possibility of pushing access/kickoff/training to the end of January?

- [Program Review Template for Lead Writers](#)
 - In an effort to begin building momentum around Program Review while the workspaces are still being developed, the PR Template has been created for your use. Please use it to begin working on your Unit’s Program Review.
 - Once Program Review workspaces are available, you will receive detailed instructions regarding how to copy these responses over to the Nuventive workspace.
 - When beginning the Program Review process, consider utilizing the [DEIA Guide](#).

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Access the Nuventive sandbox to explore the general layout and features of the Program Review space to provide feedback. 	<ul style="list-style-type: none"> • Lead Writers, Managers 	<ul style="list-style-type: none"> • Ongoing
<ul style="list-style-type: none"> • Begin working on your Unit’s Program Review utilizing the PR Template and DEIA Guide. 	<ul style="list-style-type: none"> • Lead Writers, Managers 	<ul style="list-style-type: none"> • Ongoing

Agenda Item C: New Business

DISCUSSION:

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A

Agenda Item D: Announcements/ Adjournment

DISCUSSION:
<ol style="list-style-type: none"> 1. Next meeting: December 2, 2022 2. Meeting Schedule 2022-23 3. Erika Higginbotham adjourned the meeting at 2:12 p.m.

Submitted by: Stephanie Oldengarm

Approved on: 12/09/2022