SAN DIEGO MESACOLLEGE

San Diego Mesa College
Program Review Steering Committee
Meeting Notes

Friday, February 05,2021
1:00pm p.m. – 2:30 p.m., Zoom

<table>
<tr><td rowspan="18">ATTENDEES/
PROXIES</td><td><i>Co-Chairs:</i></td><td>Faculty:</td></tr>
<tr><td>Bridget Herrin - Institutional Effectiveness (IE)</td><td>Mark Abajian - Business and Technology</td></tr>
<tr><td>Erika Higginbotham - DSPS</td><td>Kevin Branson - Technology Services</td></tr>
<tr><td>Lorenze Legaspi –BARC (excused)</td><td>Chris Kalck – Student Services (excused)</td></tr>
<tr><td>Dina Miyoshi – Social Behavioral Science</td><td>Bruce Naschak – Humanities</td></tr>
<tr><td></td><td>Pegah Motaleb – English (excused)</td></tr>
<tr><td>Administrators:</td><td>Michael Cox – Curriculum</td></tr>
<tr><td>Linda Hensley - Humanities</td><td>James Hinton – Math and Science</td></tr>
<tr><td>Larry Maxey – Student Equity</td><td>Janue Johnson- LRC</td></tr>
<tr><td></td><td>Committee Representatives:</td></tr>
<tr><td></td><td>Monica Romero – Strong Workforce</td></tr>
<tr><td>Classified Professionals:</td><td>Isabel O'Connor – FHP (excused)</td></tr>
<tr><td>Mona King (excused)</td><td>Ellen Engels – CHP (excused)</td></tr>
<tr><td>Anda McComb- IE</td><td>Manuel Velez – FHP (excused)</td></tr>
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<tr><td>Administrative Support:</td><td>Students:</td></tr>
<tr><td>Mona King – IE (excused)</td><td></td></tr>
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Agenda Item A:	Call to Order: Approval of December 4, 2020 Minutes
DISCUSSION	• Approval of December 04, 2020 Minutes. • Minutes were M/S by Bruce Naschak and Linda Hensley and approved.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• Post approved minutes on the Program Review website.	• Mona King	• Before next meeting

Agenda Item B:	Continuing Business

DISCUSSION	1. Deliverables for 2020-21(tabled)
	
	   o [20/21 Goals for PRSC](#)
	   o Current Pause on Deliverables.
	   o The 2021-2022 Program Review is a COVID-19 reflection year.
	      ▪ Reflection year doesn't necessarily follow usual PR timelines.

	o The 2022-2023 Program Review is the first year where goals will be aligned with Mesa 2030 Goals.
	o The year 2022-2023 is the first year of the new Mesa 2030 Plan and the Strategic Plan.
	
	2. Review Handbook (tabled)
	  o [Program Review Steering Committee Handbook 2020-2021 Academic Year](#)
	  o Charge
	  o Process and Timeline
	3. Review Program Review examples (tabled)
	  o [Institutional Program Review Examples](#)

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
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Agenda Item C: **New Business**

DISCUSSION	1. **2021-2022 Program review COVID-19 Reflection Questions**
	  o PRSC will decide on a new creative name for 2021-2022 PR.
	  o General questions for 2021-2022 PR were drafted by the PRSC.
	    o The general questions can be found in this [google doc](#).
	    o Questions should apply to all areas in PR.
	    o Question 1 for PR:
	      ▪ *"In what ways (if any) did changes to an online/remote modality due to COVID-19 impact student success and equity in your area/program? Please provide evidence."*
	        • This is so that departments can systematically explore how students were affected during COVID-19.
	        • Using the term "evidence" gives the lead writer more freedom than using the term "data".
	    o Addition of a question about:
	      ▪ *A policy or practice that was affected by COVID-19* and then within the question ask whether the policy or practice should continue.
	      ▪ If the policy/practice should continue:
	    o Adding a question about BARC resources
	      ▪ *Does the department/program need any resources from BARC?*
	      o This question needs to be reviewed by BARC reps
	  o Recommendation from: Anda
	    o The PR Reflection Year should be in two phases:
	      ▪ Phase 1:

- Programs would enter the answers to the questions.
  - Phase 2:
    - PRSC would send a spreadsheet of all of the responses to the Dean so that they can review the responses and check for requests.
    - The spreadsheet allows for filtering and ranking.
  - Confirmation is needed from the BARC committee to see if the process for 2021-2022 year will be as usual or if there is a different BARC form/process for the 2021-2022 year for COVID-19-related requests.
  - BARC-related questions could route requests to COVID-19 sources and non-COVID-19 sources:
  - Those absent during today's meeting will have an opportunity to review and give feedback on these five questions (hyperlinked below).
  - PRSC wants feedback on the questions within the [google doc](#) from resource committees.
  - A draft of the questions will be sent to PIEC for approval and review.

2. **PR 2021-22 Timeline**
   - The 2021-2022 year will used the same timeline as the previous year and we will adjust the dates of the 2021-22 timeline as needed.
   - No liaisons review.

3. **Mesa2030/Strategic plan update**
   - Mesa2030 goals are now available for review and will be housed on our Mesa 2030 website.
   - Mesa2030 goals will be sent to the Board for review.
   - Over 100 folks responded to feedback forms, at least 150 others participated in department and program interviews.
   - Mesa2030 is in the process of conducting student focus groups.
   - Feedback from our Community our external community was received.
   - Mesa2030 Goals:
   - The Mesa2030 Roadmap will be developed:
     - The Roadmap will include strategic objectives that will be the more action-oriented items that fall under each of the Mesa2030 Goals.
   - The vision is that we have a workspace that includes the Mesa 2030 goals and one or two objectives that each department adds.
   - From Bruce Naschak from a committee member: The terminology used in PR should be consistent.
   - Response to committee member: The idea is to have system in such a way that it's easy and clear for everyone to follow for

	everyone. o [Mesa2030](#)

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• Review the COVID-19 Reflection Questions	• All members	• Before next meeting

Agenda Item D: **Announcements/Adjournment:**

DISCUSSION	1. Next meeting March 05,2020 2. Bridget Herrin adjourned the meeting at 2:24 p.m.

Submitted by: (Mona) Sahar King

Approved on: _____