SAN DIEGO
MESACOLLEGE

San Diego Mesa College

Meeting Notes

DATE 4/7//2023

1:00 – 2:30 PM via Zoom

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

Agenda Item A: Call to Order

DISCUSSION:
1. **Approval of March 3rd Minutes.**
o The last meeting was an informal meeting and we do not have minutes for review. The members approved the agenda for the meeting motioned by Leticia Diaz and second by Michael Cox.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	•	•

Agenda Item B: Continuing Business

DISCUSSION:
1. None

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	•	•

Agenda Item C: New Business

DISCUSSION:

1. **Nuventive User and trainer group** **(Liza)**
   o Spring 2023: Core Team meets weekly to build outcomes workspaces (Nathan Resch, Susanne Kuleck, Amanda Johnston, Jennifer Snyder, Courtney Lee). Larger Team meeting monthly to test and provide feedback (several faculty and classified professionals)
   o Summer 2023: 6 Participants will finish testing, and mainly work to create video tutorials:
       ▪ 4 instructional faculty/2 classified professionals (yet to be selected)
       ▪ Paid 1 ESU/overtime equivalent for work in June-August
   o Fall 2023: The same 6 participants will host a series of workshops to help train the campus
       ▪ Workshop modalities to be determined
       ▪ A few will be on zoom since they can be recorded
   o Spring 2024 and onward: Workshops/Trainings hosted by faculty outcomes coordinator with additional support through IE- Bi-monthly DOC Support Hours
   o In the past we used to do the administrative unit outcomes, but because it's not a requirement for accreditation, we no longer do outcomes assessment for the administrative areas. This is why we do not have administrators in the Nuventive team.
   o The idea was to potentially do something similar to what we're doing in Outcomes Assessment for program review and instead of DOCs, it would be for lead writers. Because Nuventive is built for Mesa, there's no training manual. So, we have to create videos and training materials, for example screenshots.
   o Liza Rabinovich and Leticia Diaz offered to volunteer. SDICCA Interns might be able to assist, if they are within the student Success and Equity, Laticia can work with them.
   o In the past we had the liaison model but now we hope that with the video developed over the summer and the workshops would help the campus in terms of navigating program review and support the college as opposed to using the liaison structure that we used to.
   o ACTION ITEM: Reaching out to the lead writers to seek volunteers for the summer (Liza).
 	
2. **Campus Communication: about Nuventive and returning to the Fall model (Hai, Erika)**
Overall Plan
 	
- Members of this committee to attend different meetings to share update/announcement

- In person, email, office hours (volunteered by Leticia, Liza, and IE)
- Ensure consistent message
    - Need to develop an outline
- Go at a slow pace and use repetition

Kick Off Event

- Purpose: introduce / re-introduce
- In person + online component
- Positive vibe with food (Lorenze said Yes at 1:41pm on 04/07)
- Logistics:
    - FLEX credit
    - Hyflex / Technology
    - Mic
- Tentative agenda
    - 12:30 to 1: Network/food
      1 to 1:30: presentation and zoom
      1:30 to 2:00: open-ended Q&A
- Include testimonies from others
    - Why we are doing Program Review (purpose, benefit, value)
    - additional task --> meaningful process
    - Connection to outcome assessment
    - Highlight the current outcomes and explain why PR can help
    - Highlight past results of PR
    - Not just resource request
    - Best practice
- Update
    - BARC starts to provide feedback about why resources requests are not met
    - Clarifying the process / challenge to fulfil FHP and CHP request

Content of communication

- Nuventive starts in Fall
- No more Liaison structure
- Testimonies from people about PR, about how Nuventive can help (User group in summer)
- Calendar of training session/workshop
- Website / links to videos
- Contact – FAQ
- Kick-off information

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• Reaching out to the lead writers to seek volunteers for the summer.	• Hai Hoang and Liza Rabinovich	• **Done**
• Bringing up with Ashanti "Breakout session at convocation" idea.	• Hai Hoang	• **Done - TBD**
• Announcement at dean council meeting	• Linda Hensley	• **Done**
• Announcement at student services council meeting	• Erika Higginbotham and Leticia Diaz	• **Done**
• Announcement at Admin meeting	• Hai Hoang	• **Next week (05/08)**

Agenda Item D: Announcements/ Adjournment

DISCUSSION:
1. **Next meeting: 05/05/2023**
2. **Meeting Schedule 2022-23**
3. **Hai Hoang adjourned the meeting at 2:10 PM**

Submitted by: Gity Nematollahi

Approved on: