SAN DIEGO MESA COLLEGE

Program Review Steering Committee Agenda

12.5.25

Zoom ID: 819 9309 6383

12:00 p.m. to 1:30 p.m.

Chairs: IE - Hai Hoang, Inst. - VACANT, SS – Lucio Lira, Admin. - Lorenze Legaspi*

Administrators: Inst, -Dina Miyoshi, SS - Leticia Diaz, Admin, Hai Hoang, IE

Student: AS – Jeremiah Tarvin

Classified Professionals: CS Pres. / Designee – Ayana Woods, Inst. - Vacant, Admin. - Joel Arias, SS – Nicole Judd

Faculty: AS Pres. / Designee – Mary Gwin, Arts & Lang Yuka Brown. -, Bus. & Tech. - Mark Abajian, Ex. Sci. - Jake Portugal, Health & Public –VACANT; Huma- Bruce Naschak, LRAS - Katie Palacios, Social & Beh. - Dina Miyoshi*, SSE - Lucio Lira*, CTE - Alex Berry and Rachel Russell, CRC- Michael Cox

Committee Representatives: SWC - Alex Berry, FHP - Isabel O'Connor/Mary Gwin, CHP- Larry Maxey/Flordaliza Abuyo, BARC - Lorenze Legaspi*, Pathways - Howard Eskew, COA- Liza Rabinovich

Administrative Support: Olivia Pryor

1) **Call to Order**

2) **Approval of** November 7 Minutes

3) **Communication Loop**
   - Update from committee members
   - Update from co-chairs

AUGUST 29	SEPTEMBER 2 - DECEMBER 1	DECEMBER 1	DECEMBER 2 - JANUARY 12	JANUARY 13 - FEBRUARY 3	FEBRUARY 6
PROGRAM REVIEW KICKOFF	**WRITING & TRAINING PERIOD**	**DUE BY NOON ON DEC 1:** + DRAFT PR + DRAFT RR	**MANAGER FEEDBACK PERIOD**	**FINAL EDIT PERIOD** DUE BY NOON ON FEB 3: + FINAL PR + FINAL RR	**RESOURCE COMMITTEES BEGIN REVIEW**
Hyflex format. Recording will be available.	Lead Writers begin drafting Program Review (PR) and Resource Request (RR) in Nuventive.	Submit Draft Program Review (PR) and Draft Resource Request (RR) **by noon** for manager review.	Manager reviews drafts and completes feedback form in Nuventive.	Lead Writers make final edits based on feedback and submit final PR and RR. **System closes at noon on Feb 3.**	Begin generating reports for Resource Committees. Begin prioritization processes.

   - i) Dec 1 draft due date
   - ii) Discussion between managers and lead writers
   - iii) Final due date: Feb 6
   - Update from resources committees
     - i) BARC timeline
       - (1) Tuesday, February 24: BARC rankings presented at PIEC

(2) Tuesday, March 3: BARC rankings presented at PCAB, first reading

(3) Friday, March 6: BARC rankings presented at PRSC

(4) Tuesday, March 17: BARC rankings presented at PCAB, second reading

   ii) CHP Timeline

      (1) Will be meeting on the 1st and 3rd Thursday of the month beginning in December. Timeline is upcoming

   iii) FHP Timeline and Rubric Revisions

      (1) Timeline

         (a) Friday, March 6: FHP rankings presented at PRSC

         (b) Tuesday, March 10: FHP rankings presented at PIEC

         (c) Tuesday, March 17: FHP rankings presented at PCAB, first reading

         (d) Tuesday, April 7: FHP rankings presented at PCAB, second reading

4) **Continuing Business**

5) **New Business**
- COA's decision of 6-year cycle and implication for Program Review [discussion]
- Program Review Process/Prompt Improvement [Info/discussion]
  - i) Next steps
- FHP Rubric and Process [discussion]
  - i) Next steps

6) **Announcements/Adjournment**
- Next meeting: 2.6.26

7) **Resources**
- Meeting Schedule 2025-2026
- Program Review Resources page
- Membership 2025-2026
- Program Review Training Schedule 2025-2026
- Deliverables for 2025-2026