

Program Review and Planning (PRP) Committee

MINUTES - Monday, December 8, 2025

3:30– 5:00 PM

Zoom virtual meeting

Members Present:	Ildifonso Carrillo (Co-Chair), Jessica Luedtke (Co-Chair), Jesus Rivas, Shakerra Carter, Masahiro Omae, Juan Salcedo, Maureen Rubalcaba, Marne Foster, Tavaris Franklin, Zuri Williams, Megan Leppert, Pamela Kozminski
Not Present:	Jacqueline Sabanos, Leroy Williams, David Anton, Trila Gil
AGENDA	
1. Call to Order 3:33 PM	
2. Action Items	
2.1 Approval of Agenda	
CONCLUSION	Agenda approved unanimously
2.2 Approval of 11/10/2025 PRP Meeting Minutes	
CONCLUSION	Motion to approve by Maureen, seconded by Marne – minutes approved
3. Information/Discussion Item(s)	
3.1 Program Review & Strategic Plan Updates	
INFORMATION	<ul style="list-style-type: none"> Instructional PRP: 99% submitted; remaining items delayed by outages-follow-up support planned Administrative PRP: 15% completed Strategic Plans: 1% submitted; members asked to encourage completion Deadline can extend to end of 2025; data pull begins January 2026 Feedback survey link shared; low participation so far
3.2 Program Review & Strategic Plan Feedback	
INFORMATION	Survey will evaluate support needs and improve PR/SP processes. Members asked to share with constituencies
3.3 Review of Planning Cycle	
INFORMATION	<ul style="list-style-type: none"> Committee reviewed integrated planning cycle and alignment with accreditation timelines. Clarified differences between Institutional Strategic Master Plan (ISMP) and Accreditation Action Plan Proposed moving review of Shared Governance Handbook, mission, vision, and priorities to better align with mid-cycle accreditation years Committee supported bringing revised timeline and visuals to EPC/EGC
3.4 Projects for 2026	
	<ul style="list-style-type: none"> January-February: PRIE to mine PR/SP data to inform updates to infrastructure plans Institution Day 2026: College-wide engagement conversations supporting accreditation and strategic planning March-May: Formal updates to ISMP and Accreditation Action Plan Committee role: share feedback, support participation across departments, and ensure departmental engagement in planning activities
3.5 Nuventive Exploration (Alternative to Anthology)	
	<ul style="list-style-type: none"> Outage this fall highlighted limitations of Anthology; district's three credit colleges currently use Nuventive Benefits: improved IT support, more stable vendor environment, integration capabilities (e.g., Canvas) Anthology is currently undergoing bankruptcy acquisition and has shown limited innovation Exploration is early-stage; demos forthcoming; no transition expected this academic year
3.6 Roundtable	
	<ul style="list-style-type: none"> Resource Request Timeline: Jesus will contact VP Sabanos to request an update, as many departments are asking about next steps Emeritus SWOT Retreat: Pamela shared positive feedback on an interactive SWOT process that could inform future PRP engagement models AI Pilot Update: AI pilot temporarily paused due to competing priorities but will be revisited
4. Adjournment: Meeting adjourned at 4:34 PM	
Next Meeting: 1/12/2026 at 3:30	

Minutes submitted by: Debi King

Minutes approved:

By Committee 1/12/2026