

Program Review and Planning (PRP) Committee

MINUTES - Monday, December 9, 2024

3:30– 5:00 PM

Zoom virtual meeting

Members Present:	Jessica Luedtke (Co-Chair), Sarah Boswell (Co-Chair), Jesus Rivas (Co-Chair), Jacqueline Sabanos, Shakerra Carter, Marne Foster, Juan Salcedo, Kelly Henwood, Pamela Kozminska, Maureen Rubalcaba, Neill Kovrig, Megan Leppert, David Anton, Bryan Perrin
Members not Present:	Debi King, Minou Spradley, Leroy Williams
AGENDA	
1. Call to Order 3:31 PM	
2. Action Items	
2.1 Approval of Agenda	
CONCLUSION	Agenda unanimously approved
2.2 Approval of 10/14/2024 PRP Meeting Minutes	
CONCLUSION	Motion to approve by Jesus, seconded by Jackie – October 14, 2024 PRP minutes approved
3. Information/Discussion Item(s)	
3.1 Program Review & Strategic Planning Update	
INFORMATION	<ul style="list-style-type: none"><li>• Most PR’s are completed<ul style="list-style-type: none"><li>○ Some minor adjustments are being made with the guidance of Sarah B. and Data Coaches</li><li>○ Support of Data Coaches was very well received</li><li>○ Feedback and suggestions welcomed to continue improving the PR process</li></ul></li><li>• PRP member question: are PR’s actually read and how is PR information used? Co-Chairs provided answers:<ul style="list-style-type: none"><li>○ Accreditation – Annual Summary reports, compliance</li><li>○ Student &amp; Community Profile reports</li><li>○ Used by the President in various ways – reports, presentations facilitated activities, etc.</li><li>○ Informs cross-department collaboration</li><li>○ Used for priority hiring – embedded accreditation indicators in questions</li></ul></li></ul>
3.2 Next Steps for Institution-wide Strategic Planning	
INFORMATION	<ul style="list-style-type: none"><li>• <i>Instructional Learning Technology &amp; Learning Resources</i> had to create new SP due to CE reorganization</li><li>• PRIE is now processing the information from all PR’s to provide an update for CE</li><li>• The District requested a document to understand the connections between our SP and the District SP</li></ul>
3.3 2024/25 SDCCE Strategic Plan Highlights related to District Objectives	
INFORMATION	<a href="#">Aligning and Reporting SDCCE Strategic Objectives to District Objectives.docx</a> <ul style="list-style-type: none"><li>• the colleges are starting to collect information at a more granular level</li><li>• CE has some objectives that align with the District’s, and some that do not</li><li>• Jesus is working on a timeline for gathering info (specifically highlights) from PR’s for vetting</li></ul>
3.3 Faculty Equity Institute Recruitment (advertising)	
INFORMATION	Email was sent to faculty on 12/5 with link to apply to the Faculty Institute <ul style="list-style-type: none"><li>• March 20th, 21st, 27th, 28th – 9:30-2:30 – lunch provided, at Cesar Chavez Campus</li><li>• Culturally Relevant Pedagogy</li><li>• Grant funded</li><li>• Ten seats are available</li><li>• Application period ends December 19<sup>th</sup></li></ul>
4. Adjournment: Meeting adjourned at 4:31	
Next Meeting: Monday, January 13, 2025   3:30-5:00   via Zoom	

Minutes submitted by: Debi King

Minutes approved: By Committee on 1/13/2025