SAN DIEGO COLLEGE OF CONTINUING EDUCATION

San Diego College of Continuing Education commits to student success and community enrichment by providing accessible, equitable, and innovative quality education and support services to diverse adult learners in pursuit of lifelong learning, training, career advancement, and pathways to college.

Program Review Committee

MINUTES - Monday, April 25, 2022   3:30 – 5:00 PM   **Zoom virtual meeting**

Members Present:	Marne Foster (co-chair), Jessica Luedtke (co-chair), Shakerra Carter, John Bromma, Megan Leppert, Desiree Payne, Bryan Perrin, Jesus Rivas, Leroy Williams
Members not Present:	David Anton, Michelle Fischthal, Maureen Rubalcaba, Jackie Sabanos
Guests:	
Recorder:	Debi King

AGENDA	
1. Call to Order 3:35 PM	
2. Action Items	
2.1 Approval of Agenda	
CONCLUSION	Motion to approve by Leroy seconded by Bryan – Agenda approved
2.2 Approval of March 21, 2022 Meeting Minutes	
CONCLUSION	Motion to approve by Marne, seconded by Leroy – Agenda approved
3. Information/Discussion Item(s)	
3.1 General Updates on Program Review Progress	
INFORMATION/ DISCUSSION	Committee reviewed and discussed: • Proposed changes to data section in Instructional Program Review and Improvement template ○ PRC committee will send an email to the Curriculum Committee sharing formally sharing the materials that we got from the LMI submission processes here • PRIE proposal to change format of instructional data provided for Program Review from an Excel spreadsheet to a Tableau dashboard
3.2 Use of Data Dashboard for Program Review	
INFORMATION	Demonstration of proposed dashboard was presented to the committee: • Improved visuals • Data tools to support diversity, equity and inclusion as stated in CE's ISP • New demographic categories • Ensures long-term sustainability for resource materials provided by PRIE • Allows users to identify potential areas of opportunities – supporting ISP Objectives 3.1 and 4.2 • Data previously provided will still be available with more granular data • Dashboard will incorporate retention and success metrics • Information by term – in addition to academic year • Feedback from the pilot presentation at the Faculty Institute was very positive • Support for Program Review writers will continue in their data analysis process with training sessions, Canvas shell, one-on-ones, and other support options
CONCLUSION	All committee members had positive comments regarding the data dashboard presentation
4. Adjournment: Meeting adjourned at 4:25 PM	
Next Meeting: May 16**, 2022**	

Minutes submitted by: Debi King   **Minutes approved:**

By Committee on May 16, 2022