



Program Review Committee

MINUTES for Monday, May 17, 2021

3:30 – 5:00 PM

Zoom virtual meeting

Members Present:	Marne Foster (co-chair), Jessica Luedtke (co-chair), John Bromma, Lisa Cork, Michelle Fischthal (VPI), Bryan Perrin, Jesus Rivas, Star Rivera-Lacey (VPSS), Maureen Rubalcaba, Jackie Sabanos (VPA)
Members not Present:	Desiree Payne, Megan Leppert, Leroy Williams
Guest(s):	Alex Berry, *Carissa Oyedele, *Mario Violich, *Han Shuang (*representatives from MRY Architects)
Recorder:	Debi King

AGENDA

1. Call to Order 3:30 PM

2. Action Items

2.1 Approval of Agenda

CONCLUSION	Motion to approve by Bryan, seconded by Lisa – Agenda approved
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2.2 Approval of April 19, 2021 Meeting Minutes

CONCLUSION	Motion to approve with one attendance change by Marne, seconded by Star – Minutes approved
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3. Information/Discussion Item(s)

3.1 Input to the architects of SDCCE’s Facilities Master Plan

INFORMATION/ DISCUSSION	<p>Presentation by MRY Architects</p> <ul style="list-style-type: none"> • Pre-Project Planning (April-May) • Campus and Community Engagement (May-March 2022) • Final Approvals (January – March 2022) • Phase 1: Envision (May-June) - Define project goals, values, and principles; Engage relevant stakeholders • Phase 2: Analyze (May-July) - Review/integrate existing docs, collect/analyze data, evaluate existing conditions, identify key trends • Phase 3: Test (July-August) Identify opportunity sites, explore concepts, assemble and consider data-driven decision process • Phase 4: Prioritize (September-October) Define Master Plan framework, establish basis of design/project budgets, Identify funding streams, prioritize projects • Phase 5: Document (October-January 2022) – Document Master Plan framework and priorities, coordinate technical disciplines, assemble/issue draft and final reports • Committee contributed suggestions for top priorities: <ul style="list-style-type: none"> ○ Flexibility in how classrooms grow and shrink as necessary ○ Optimize space and resource utilization ○ Enhance signage ○ Separate bathrooms for faculty ○ Interior/exterior of theatre at ECC ○ Emergency notification system ○ Wind/rain draft at CE Mesa hallway ○ Smart classrooms ○ Ventilation ○ Limited outdoor space at Chavez ○ Technology and server rooms need adequate cooling
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3.2 Feedback to PR Writers Update

INFORMATION	Programs/departments left to be completed: PRIE, Admin Services, Business and Accounting, Digital Media and Programming, and Technology
CONCLUSION	Working on getting these remaining five scheduled

3.3 Upcoming Program Review Update

INFORMATION	<ul style="list-style-type: none">• To be implemented during summer:<ul style="list-style-type: none">○ Provide writing examples of good PR's○ Establish what the comprehensive review will look like for 2023○ Look at SLO assessments and use of results<ul style="list-style-type: none">▪ How faculty uses results to improve their instructional program▪ From an administrative perspective – provide support necessary to make the improvements
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3.4 Communication

DISCUSSION	Committee discussed PRC meetings schedule for next year
CONCLUSION	Meetings will remain on the same schedule/time for next year

3.5 Calendar

4. Adjournment: Meeting adjourned at 4:46 PM

Next Meeting: TBA - September, 2021

Minutes submitted by: Debi King

Minutes approved:

By Committee on 9/20/2021