**INSTITUTIONAL PROGRAM REVIEW COMMITTEE**

**Christian Anderson & Francisco Bañuelos, Co-Chairs**

**April**

**Meeting Minutes – Tuesday, April 29, 2025**

**4:00pm**

Attendance (via Zoom)

Members present: Christian Anderson (co-chair), Erik Arteaga, Francisco Bañuelos (co-chair), Timothy Houk, James McDonnell, Dali Ozturk (IPEC), Daniel Rivas, Chris Spomer

Members absent: Kourtnie Haney, Shailin Kennedy, Jeremy Petty

Guest attendance: Ashley Fisher, MSE Administrative Assistant (minutes), Sarah Harris (OAC), Jennifer Vega La Serna (IC)

1. **Call to Order**: Meeting was called to order at 4:00 pm.
2. **Agenda Item 1 – Review Minutes from March 18, 2025**
   1. **Minutes:** The minutes for previous meetings were approved by ascent.
3. **Agenda Item 2 – Review of PR changes for the 2024-25 Academic Year for guest attendees.**
   1. Nuventive Improve is the new software platform which was implemented in Fall 2024. Since then, improvements and adjustments have been made to the reporting system.
      1. High-Level Analytics Reporting (added fairly recently):
         1. Easier to generate different types of reports.
         2. “Academic Program Summaries” tab needs to be updated to “Program Summaries” since not all of the program reviews entered are Academic.
   2. The timeline process has changed to reporting every two years, unless resource requests are needed.
      1. Roughly 78 units submitted a Program Review this year. There are 115 units in total.
      2. Co-Chairs will be creating a list compiled of the units who did submit this year and who did not and will be required to do so next year.
4. **Agenda Item 3 – How might IPRC improve both quality and kind of information generated by Integrated PR process for OAC, Budget, IPEC and IC?**
   1. **IPEC:**
      1. Dali Ozturk stated that they have not seen any gaps due to the changes that have been implemented.
      2. Dali did request that when the new district goals from the Master Plan and new objectives

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from the Strategic Plan are approved, that they are uploaded into Nuventive. Sarah Harris will update them in the software.

* 1. **OAC:** 
     1. The reports and data from Nuventive will be beneficial for the Core Inquire #3 requested by the ACCJC.
        1. Sarah Harris is requesting from IPRC:
           1. Compile a report of exemplary examples of increased equity and student success, supports innovation, etc.
           2. Reach out to units who submitted a PR who used good examples of disaggregated data with positive outcomes
           3. Results from previous Program Review Surveys showing positive feedback and improvements.
     2. Sarah Harris shared that with the improvements to the software (home screen charts, unit names, etc.) she has seen more awareness from others in what they need to complete.
        + 1. Sara suggested to continue to remind the units that Program Review is really for progress reports.
  2. **Budget Committee:**
     1. Ron Ballesteros could not attend but will get back to Co-Chairs with more information. As of right now, everything seems to be working as it should.
     2. James McDonald stated that overall, he was unimpressed by the connection between the requests and either the program level, SLO, or institutional outcomes across the board. He is not sure where that disconnect is. The requests were vague and in turn, the scores were lower than in past years.
        1. This would be a good topic for trainings in the fall.
  3. **Instructional Council:**
     + 1. Jennifer La Serna proposed that IPRC and the committees gather any data that showcases an increase and impact on student success.
       2. The reports were better this year, but there have been discrepancies in the budget report requests generated for the Budget committee versus what the Deans receive.
          1. In the future, it would be great to pull the report directly from Program Review and give it to the Division Chairs to review.
          2. Provide training to the managers in early September at the first Management Council.

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Meeting adjourned at 4:47pm.

Kindly submitted,

Christian Anderson, IPRC Co-Chair

Francisco Bañuelos, IPRC Co-Chair