Program Viability Guidance and Program Discontinuance

<u>Reminders</u>
- Program discontinuance is a faculty-driven process. Faculty leads initiated the request for discontinuance during department and college curriculum committee meetings. Their request triggered a formal process for program discontinuance led by a workgroup with membership from Instruction and Student Services.
- Faculty leads participated in focused meetings to explore and evaluate the impact of program discontinuance on students.
- The CTE Research Expert provided outcomes data to inform discussions and determine the impact on students.

<u>Example: Program Discontinuance Process - San Diego City College EEGE Program</u>
Data Collection
The college began by analyzing enrollment, headcount, and awards data for the EEGE (Energy, Environment, and Green Engineering) Program within the School of Engineering & Technology.
- **72 unique students** enrolled in EEGE courses in 2022–23, accounting for **114 total enrollments** (some students took multiple courses).
- **Majors in 2022–23:**
    - 7 in **Energy Analysis and Consultation**
    - 2 in **Green Building Energy Professional**
- Note, the process of students changing majors requires them to meet with counselors or make a petition for the change. Therefore, there may be students who have not yet officially changed their majors, which could influence the current distribution of majors within the program
- **Review of Awards and Outcomes**
    - Note: EEGE is a new program, so completion data is limited.
    - **2022–23 Awards Conferred:** 1 A.S. in Energy Analysis and Consultation; Certificate in Energy Analysis and Consultation; 1 Certificate in Green Building Energy Professional

Access to Data Dashboards & Training
The CTE Research Expert provided the dean and lead faculty with the data collected and access to supporting dashboards and video tutorials to ensure transparency:
- [Program Review Dashboard](#)
- [Awards Dashboard](#)
- [Title V Writing Data Dashboard](#)
- Tutorials:
    - [Program Review Dashboard Video](#)
    - [Awards Dashboard Video](#)

<u>Additional District & Campus-Specific Guidance/Resources</u>
While SDCC used **district guidelines** for program discontinuance (typically triggered by program viability), Miramar College developed **campus-specific resources**. These were shared for reference:
- [SDCCD Administrative Procedure 4021 (Program Discontinuance)](#)
- [Draft District Program Viability Guidelines](#)
- [Draft District Program Viability Document (Miramar)](#)
- [SDMC Program Viability Review (Final)](#)
- [SDMC Program Viability Process Draft (04.07.25)](#)
- [SDMC Program Viability Report (Spring 2023)](#)