

Planning, Research, and Institutional Effectiveness Committee

October 8, 2021, 10:30 a.m. to 12:30 p.m.

<https://cccconfer.zoom.us/j/97604145939> Password: PRIEC

Co-chairs: Daniel Miramontez and Dennis Sheean

MINUTES

Present: D. Miramontez, D. Sheean, B. Bell, A. Gonzales, M. Odu, N. Julian, X. Zhang, M. Lopez, L. Brewster, S. Quis, M. Demcho, P. Manley, and M. Hart

Absent: A. Neff, D. Kapitzke, S. Young, L. Clarke, D. Diskin, O. Qargha, and R. Marine

Meeting called to order at 10:31 a.m.

1. **Approval of Agenda.** Agenda was moved by M. Demcho, seconded by S. Quis, and carried to approve.
2. **Review of Minutes for September 24, 2021.** Minutes was moved by L. Brewster, seconded by M. Demcho, and carried to approve.

[*Strategic Goals](#) [Accreditation Standards](#)

New Business:

1. **2022 Planning Summit.**

1-5

I.B.

Discussion was continued from last planning summit. Spring 2021 Bridging the Gap: Pathways to Student Success - Dialogue Qualitative Data Packet was presented. Focus from last summit was to adopt student-centered approaches in order to institutionalize equitable practices collegewide. Activities included an interactive student panel which represented Miramar's diverse student population. As well, it included breakout sessions focused on sharing best practice by faculty, classified professionals, students, and management. Summary of findings was also presented which addresses equity in teaching and learning. Suggestion was made to look at these in conjunctions to changes statewide and the college's Equity Plan. This is a connection that needs to be made in order to have a more quality focused DEI efforts— adjusting equity and teaching and learning, and addressing equity with Student Services. As well, to avoid duplications, break silos, increase collaboration, and enhance communication. For Equity Summit 2021, this will be a two-day zoom/webinar summit that is community focused, with part of the equity summit focusing on honoring Chancellor Emerita Constance Carroll. Theme for the summit will be, "Leading for Equity - Embracing Diversity and Community at Miramar College", to include notable community and college keynote speakers. Both the qualitative data packet and the Equity Summit will provide the context for Planning Summit 2022. Planning Summit Workgroup will be formed and summit will be taking on a hybrid format (portions of summit will be in person for general assembly with workshops/breakouts online). Hybrid format will be advertised as not a response to COVID or pandemic, but from the perspective of access – to be inclusive and accessible to everyone. Suggestion was to follow the direction from President's Cabinet and Chancellor's Office for plan on resuming normal operations scheduled for January 1, 2022.

Old Business:

1. **College Mission Statement.** 1-5 I.A.
Recommendation was sent to constituency leaders in regards to the college's Mission Statement Review 7-year cycle, starting fall 2025, with caveat that the Mission Statement review be part of the Strategic Planning Mid-cycle Review process.

2. **Benchmarking Key Performance Indicators (KPIs).** 1-5 I.B.
Excel spreadsheet for KPIs were sent out to PRIEC members. Updates to benchmarks/ methodologies were provided to the Research Office and was presented which include enrollments, interest areas, success, and retention. Options to look into for enrollment benchmarking goals included considering average across six years, highest enrollment, lowest enrollment, mode, and/or medium. Comment was made that the medium may not address FTES, to possibly look at FTEF for the past three years - to yield FTES that can help define benchmark. Recommendation to address this topic on enrollment plan at the Strategic Enrollment Management Committee and to the Chancellor's Cabinet on how they formulate the benchmark method. Suggestion to use the median as a point to start discussion and develop a plan. For benchmarking Retention Rate and Persistence Rate, recommendation was to establish floor and aspirational benchmarks. For degrees certificates awards, and transfer volume benchmarking, retain current method of using the average plus half standard deviation and take into account how the pandemic affect the 2020-21 data and subsequent years. AB705, and Guided Pathways (will be needing floor and aspirational benchmarking as well). For Ongoing Assessment of Learning Outcomes metric, to take higher percentages of 90% and 95%. Noted that due to the pandemic, the latest cycle was influenced by situational factors. Excel spreadsheet will be updated by Research Office to include floor and aspirational benchmarks for next round of discussion.

3. **Update to Main/Operational Plans.** 1-5 I.B.
No updates currently.

Reports/Other:

1. **Budget and Resource Development Subcommittee (BRDS)** 3, 4 I.B, III.D
No report. Next meeting will be October 13, 2021 with discussion on developing and reviewing the BRDS Budget, as well as the HEERF II and HEERF III allocations. BRDS Process and Instructions for 2021/22 Request for Funding (RFF) was sent out and will be due October 22, 2021.

2. **Program Review/Outcomes Assessment Subcommittee.** 3, 4 I.B
From last meeting, will be moving towards a new system to replace Watermark/Taskstream. Next District meeting will be on October 13, 2021. Invitation was sent to those wanting to attend and feedback was solicited for wants/needs of the potential new system. Went over the Program Review and Outcomes Assessment 3-year draft Plan. Feedback was solicited and looking to finalize draft plan at next meeting. Outcomes Assessment Day is planned for November 12, 2021 from 9:00 a.m. to 12:30 p.m. with announcements sent. As well, currently working on a program review/outcomes assessment marketing plan for the next three years.

3. District Strategic Planning Committee.

3, 4

I.B

Have not met, future meeting is unknown. Strategic Planning Process was completed by Miramar College, other colleges as well. Process was supposed to move into the Districtwide Strategic Planning Process, awaiting next steps.

4. Informational Items

1-5

ACCJC Accreditation Training Session will be held today, October 8, 2021, 1:00 p.m. to 4:00 p.m.

Next Scheduled Meeting: Friday, October 22, 2021.

Adjournment: Meeting was adjourned at 11:47 a.m.

***San Diego Miramar College Fall 2020–Spring 2027 Strategic Goals:**

1. **Pathways** - Provide student-centered pathways that are responsive to change and focus on student learning, equity, and success
2. **Engagement** - Enhance the college experience by providing student-centered programs, services, and activities that close achievement gaps, engage students, and remove barriers to their success
3. **Organizational Health** - Strengthen Institutional Effectiveness through planning, outcomes assessment, and program review processes in efforts to enhance data-informed decision making
4. **Relationship Cultivation** - Build and sustain a college culture that strengthens participatory governance, equity efforts, and community partnerships
5. **Diversity, Equity, and Inclusion** - Build an environment that embraces diversity, equity, inclusion, anti-racism, and social justice for the benefit of the college community