

Planning, Research, and Institutional Effectiveness Committee

October 22, 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, A. Gonzales, M. Odu, N. Julian, X. Zhang, D. Diskin, J. De La Cruz (proxy for A. Neff), M. Lopez, D. Kapitzke, S. Quis, M. Demcho, P. Manley, and M. Hart

Absent: D. Sheean, B. Bell, L. Brewster, S. Young, L. Clarke, O. Qargha, and R. Marine

Meeting called to order at 10:34 a.m.

1. **Approval of Agenda.** Agenda was moved by S. Quis, seconded by M. Demcho, and carried to approve.
2. **Review of Minutes for October 8, 2021.** Minutes was moved by S. Quis, seconded by N. Julian, and carried to approve.

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

New Business:

1. **2021-2024 Program Review & Outcomes Plan (Draft).** 3 I.B.
Draft plan was reviewed, vetted, and approved by Program Review and Outcomes Assessment Subcommittee. Plan contained the following eight goals:

#1: Improve systematic assessment of Student Learning Outcomes (SLOs)/Support & Service Unit Outcomes (SOU), and review with a focus on quality outcomes to ensure alignment with College's mission, strategic goals & plans.

#2: Improve Program Review & assessment of Instruction, Instructional Support and Student Services Programs with a focus on quality Program Review, and to ensure alignment with College's mission and Strategic Goals & Plans.

#3: Provide increased support to faculty and classified professionals through the Program Review & Outcomes Assessment cycles.

#4: Improve meaningful disaggregation and assessment of Student Learning Outcomes (SLOs) & Service Unit Outcomes (SOU) to increase student success and close equity gaps for DEI populations.

#5: Improve integration of Program Review & Outcome Assessment results and action plans into college wide planning for program improvement & Student Ready Campus initiative.

#6: Improve connection between quality Program Review with Program improvement and alignment with Resource requests.

#7: Improve communication of Program Review and SLO/SOU assessment results to internal and external constituencies.

#8: Improve organizational, College wide support and resources for Program Review and (SLO & SUO) Outcome's Assessment.

Goals were presented, with discussion on the activities to achieve goals and how it aligns with the college's Strategic Plan and Accreditation Standards. Clarification was made on Family

Educational Rights and Privacy Act (FERPA) and being responsible stewards of the college's data. Currently the college has the GPDS Process (Guideline for Protecting Data Sensitivity) which looks at what it means to be a responsible data steward for receiving course level data information. Request was made to have something similar to this plan for Student Services. Currently this plan incorporates Instructional Support and Student Services. Draft plan will be sent to PRIEC members for review and to provide feedback by end-of-day, November 5, 2021. Findings will be presented at the next PRIEC meeting.

Old Business:

- 1. 2022 Planning Summit.** **1-5** **I.B.**
Summary of last week's discussion was reviewed. Suggestion was made on how the college can improve our program offerings to cater to the needs of the students - to focus on the quality of program review from the student's lens. To highlight how we could use the PREDD data to inform us of the way our students are performing and how we can improve our program offerings to cater to the needs of the students. Suggestion was made to have the conversation on why we are losing students between semesters or year-to-year. Possible to include persistence data in PREDD (individual-level student data). However, will need a good external tool to address technical challenges. To address persistence and retention, suggestion was to tap into the program review process and really develop program and intervention strategies with data we have access to. For our DI populations, show how data is being collected during the Planning Summit and how to utilized and understand the data. Will need to look at program review and PREDD and how it could not only be used for Instructions, but for non-instructional areas as well. Currently for Student Services, data collection has been elusive. Planning Summit Workgroup was formed with volunteers to include P. Manley, D. Miramontez, N. Julian, L. Brewster, and X. Zhang.
- 2. College Mission Statement.** **1-5** **I.A.**
Mission Statement was sent out to constituency leaders and has been placed on the President's Cabinet agenda. Will be following up with constituency leaders as to the status of their review.
- 3. Benchmarking Key Performance Indicators (KPIs).** **1-5** **I.B.**
From previous PREIC meeting, floor and aspirational benchmarks were added the KPI scorecard. Discussion with benchmarking strategic directions continued. For 12.5 Awards (Career Education Student), since there were only two years of data, floor benchmark and aspirational benchmark will be the same, using the mean. As we collect this data point throughout the years, will be able to build out an aspirational benchmark. Reminder was made that benchmark has to be (in ACCJC's definition) reasonable to reach and sustain. It's the historical perspective that takes into account the variation relative to the mean, and when you don't have that historical variation, floor and aspirational benchmark will be the same until we can get historical data. Timeline to reach aspirational goal is within the Strategic Plan's 7-year cycle – fall 2020 to spring 2027. For III.I.2. through III.2.3d, currently obtained only one year's worth of data (2020-2021). This is qualitative (consolidated Program Review process based on facilitator's work), as well as this rubric is optional, not required. Intention is to aid the program review process. Recommendation was made build this into the Planning Summit 2022, to display this along with PREDD, and then take it back to College Council to revisit – to display and how it can be used for quality program review. For floor benchmark, use current value, and aspirational benchmarks at 100%. For 4.3.3., Number of outreach activities/programs to high school and community (6-years of data, Qualitative: Stem, CCAP, and CTE), will need to do more to collect real numbers and see the impact of the pandemic.

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

Reports/Other:

1. **Budget and Resource Development Subcommittee (BRDS)** 3, 4 I.B, III.D
Subcommittee met on October 13, 2021. Most of the meeting was spent on old business agenda items which included reviewing the Athletics Field and Civic Center and how monies are generated and allocated. Due to closures from the pandemic, new revenue from Facilities activities for 2021 was only \$12,402. With Athletics, 30% of revenue goes to maintain the fields and 20% goes to the Fitness Center. BRDS meeting also included discussion on HEERF II and HEERF III which focuses on student engagement/reengagement, health, and safety (parameters in legislation). As well, the BRDS RFF worksheets will be due so that the sorting of funds can begin.
2. **Program Review/Outcomes Assessment Subcommittee.** 3, 4 I.B
Currently working on projects which includes the 2021-2024 Program Review & Outcomes Assessment Plan (draft), campus wide calendar, platform to replace Taskstream (attended presentation on Canvas and eLumen), and a campus wide survey on regarding wants and needs of the college. Also working on Outcomes Day for administration and students on November 12, 2021.
3. **District Strategic Planning Committee.** 3, 4 I.B
No report, still waiting for consultant.
4. **Informational Items** 1-5
Inaugural Equity Summit is October 28-29, 2021 which includes Chancellor Emerita Constance Caroll who will be speaking about the historical perspective of DEI in higher education on Thursday evening. As well, Instructional Offices will closed on Friday so that their staff and faculty members could attend this summit on Friday.

Next Scheduled Meeting: Friday, November 12, 2021.

Adjournment: Meeting was adjourned at 12:14 p.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