Planning, Research, and Institutional Effectiveness Committee
April 22, 2022, 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, M. Odu, A. Gonzales, N Julian, L. Brewster, M. Lopez, D. Diskin, M. Demcho, A. Neff, M. Hart, P. Manley, X. Zhang, S. Quis, and J. Okerblom

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

Meeting called to order at 10:32 a.m.

1. **Approval of Agenda**. Agenda was moved by L. Brewster, seconded by N. Julian, and carried to approve.

2. **Review of Minutes for February 25, 2022, March 25, 2022, and April 8, 2022.** February 25, 2022 minutes was moved by M. Hart, seconded by M. Odu, and abstained by M. Demcho. March 25, 2022 minutes was moved by M. Demcho, seconded by D. Diskin, and abstained by D. Miramontez. April 8, 2022 minutes were moved by J. Okerblom, seconded by N. Julian. All three minutes were moved to approve.

	*Strategic Goals	**Accreditation Standards**

New Business:

1. **Governance Change Form.**   **3**   **I.B.**
Request on College Governance Change Form to include recommendation for Program Review Outcomes Assessment Co-chair to become an official voting member of PRIEC. As well, PRIEC name change to PIER (Planning, Institutional Effectiveness, and Research). Current name of PRIEC conflates with the PRIE Office name. Motion was made to send forth these recommendations to College Council for review by B. Bell, seconded by S. Quis, and moved to approve.

2. **Guided Pathways Scale of Adoption.**   **1-5**   **I.B.**
Overview was provided. Going back about five years now, the State Chancellor's Office used this as the starting point for Guided Pathways. Initially, the plan had 14 areas that shifted to what is now called the Scale of Adoption. This will be the third time the college has filled out this scale of adoption which is built around the Four Pillars of Guided Pathways (Clarify the Path, Get on the Path, Stay on the Path, and Ensuring Learning). For each pillar there are practices that are answered which includes: the scale of adoption of practice at our college, progress to date implementing practice, timeline for progress to date, and next steps toward implementing practice to scale. When completing this form, first run is through the Guided Pathways Steering Committee with input from constituency groups, then to College Council. This State Chancellor's Office is now using this Scale of Adoption on an annual basis. Information from the Scale of Adoption (SOA) has been placed in an Excel spreadsheet and projects has been categorized to see which projects are working, which areas are needing attention, and how we are achieving statewide goals. This SOA is also being used as a reference to the college's new

Equity Plan. It was mentioned that regional coordinators will be coming up with more metrics, in particular to the onboarding portion of Guided Pathways. There was a robust discussion regarding the moving parts of SOA - to see what progress the college has made, what areas needs improvement, and how it could be institutionalized into our college's planning framework which includes Guided Pathways Four Pillars.

3. **PRIEC Co-Chair Nomination/Election.**   **3**   **I.B.**
   Nomination was made by N. Julian, seconded by M. Demcho for L. Brewster as PREIC Faculty Co-Chair. Motion was moved to approve with no abstentions.

4. **Pie Requests.**   **4**   **I.B.**
   As a toast to D. Sheean as the PRIEC Faculty Co-Chair for three years, and L. Brewster as incoming Faculty Co-Chair, there will be pie and refreshment at the next PIEC meeting (onsite).

Old Business:

1. **2022/2023 Annual Planning Calendar.**   **1-5**   **I.B.**
   Deadline for feedback was met, with no recommendations received. Discussion was opened and updates were finalized.   Motion was made to send forth the Miramar College Annual Planning Calendar/Cycle 2022-2023 forward for governance vetting and approval by B. Bell, seconded by J. Okerblom. Motion was approved with no abstentions.

2. **Benchmarking Key Performance Indicators (KPIs).**   **1-5**   **I.B.**
   Discussion continued with II.1.1. Number of starting course sections offered via all modalities. This metric is dependent upon Interest Areas being offered in the subsequent future (metric could be nulled or void). Enrollments in the Interest Areas have not been offered yet and will be offered fall 2022 - this metric will be on hold for now. For II.1.3. Number of Professional Development workshops and activities, and metric II.1.4. Number of participating faculty, classified staff, and administrator's participations, these are very labor intensive to pull FLEX data by the FLEX coordinator. Research Office will follow-up with FLEX coordinator on how data is stored and reported. For III.2.2b Program Learning Outcomes (PLOs) and III.2.2c Service Unit Outcomes (SUO), information was received and current value can be used as the benchmark (Aspirational Benchmark at 100%). For IV.3.1. Number of resources initiated or supported through external funding, Professional Development ERs was received - metric will be moved to ad-hoc list. For IV.3.2. List of current partnership with educational institutions, business and industry, advisory boards, and community-at-large, data from Civic Center rentals was received but will be excluded because this metric does not tie to the college's mission. This metric needs to be defined better (possibly break-out by category based on goal) and will be moved to ad-hoc list. For IV.3.5d Pathways/course/program mapping changed and IV.3.5e Articulation agreements and ADTs, these two metrics overlap with each other. These two metrics are difficult to benchmark and is influenced by external conditions - more exploration will be needed (codified by Program Mapper). Suggestion was made to omit these two metrics. Next steps for KPIs will be the preliminary draft of the six-year analysis. Suggestion was made to explore the word "Key" in Key Performance Indicators (KPIs).

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

Reports/Other:

1. **Budget and Resource Development Subcommittee (BRDS)**   **3, 4**   **I.B, III.D**
   No report, meeting was cancelled.

2. **Program Review/Outcomes Assessment Subcommittee.**   **3, 4**   **I.B**
   Instructional program review update for this year was finished. Instructional faculty did phenomenal job in getting this accomplished. Will be moving to Student Services and Instructional Support and will be helping them with their process through summer. Being worked on now is the Program Review/Outcomes Assessment Guide. As well, the facilitator is working on the new Bachelor's Degree Program Viability.

3. **District Strategic Planning Committee.**   **3, 4**   **I.B**
   Themes, goals, and strategies related to the Districtwide Strategic Planning Process was discussed at meeting. Request was made to reach out to committee chair for this information.

4. **Informational Items**   **1-5**
   2022-2025 Equity Plan is being worked on. State Chancellor's Office released data and will be working on accessing this information. It was encouraged to join one of the sub-groups working on the five metrics of the Equity Plan (Access, Retention, Completion for Math, and English, Completion of the Vision for Success Goals, and Transitive 4-Year). Currently reviewing the RP Group Equity Framework to develop an initial draft of the plan before the end of the semester, which is due November 30, 2022.

Next Scheduled Meeting: Friday, May 13, 2022.

Adjournment: Meeting was adjourned at 12:11 p.m.

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*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