

Planning, Research, and Institutional Effectiveness Committee

May 13, 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, D. Kapitzke, N Julian, D. Diskin, M. Demcho, A. Neff, M. Hart, P. Manley, X. Zhang, and J. Okerblom

Absent: M. Odu, A. Gonzales, S. Young, L. Clarke, L. Brewster, M. Lopez, O. Qargha, S. Quis, and R. Marine

Meeting called to order at 10:42 a.m.

1. **Approval of Agenda.** Agenda was moved by B. Bell, seconded by X. Zhang, and carried to approve.
2. **Review of Minutes for April 22, 2022.** Minutes were moved by M. Demcho, seconded by N. Julian, and moved to approve.

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

New Business:

1. **Eat Pie Smorgasbord.** 1-5
As per tradition, this committee will be having a selection of pies for today's last PRIEC meeting of the academic year.
2. **Guided Pathways Scale and Planning.** 1-5 I.B.
Next academic year, most work will be around infusing Guided Pathways with Planning. This agenda item is a prelude/behind-the-scene look, to include the Scale of Adoption Assessment (SOAA) presented at the previous PRIEC meeting. This is based on the Guided Pathways work that is pending. Recommendations by Student Journey Pillars and Success Factor (crosswalk) was presented and discussed which includes the four pillars with Pre-college (thinking about college) and After-college (after completion/graduation), along with the six factors of student success. Currently with Guided Pathways, Equity Plan, Program Review/Outcomes Assessment occurring in parallel, this is where PRIEC will work on integrated planning. Action piece to occur at departmental and divisional level for collegewide integration.
3. **2022-23 PRIEC Meeting Calendar.** 1, 2 I.B.
Meeting will be moving back to face-to-face, with possible option for call-in. Recommendation was made for November 18th to be the date for PRIEC to meet for the month of November. As well, recommendation was made to begin meeting at 10:00 a.m. to encourage student participation. Suggestion for co-chairs to visit ASG meeting to better engage student involvement. Discussion for the meeting calendar will continue at the first PRIEC meeting in the fall.

Old Business:

1. **Governance Change Form Update.** 3 I.B.
Governance Change form for PRIEC (to become PIER) has gone through all constituencies with no objections. Will go to College Council for final approval, to be implemented in fall.

- 2. 2022/2023 Annual Planning Calendar Update.** **3** **I.B.**
The college's planning calendar is going through constituencies and is an agenda item for the next Academic Senate meeting. Will go to College Council for final approval, to be implemented in fall.
- 3. Benchmarking Key Performance Indicators (KPIs).** **1-5** **I.B.**
Updates from last PRIEC meeting was revisited and discussed. Key Performance Indicator (KPI) Scorecard was previewed with updates. Program Review to become a collegewide priority. This will make a total of six priorities for the college to work on; Guided Pathways, DEI, Governance, Effectiveness, Certificates, and Program Review.
- 4. 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**
Budget Development Procedure process has been finalized with all the templates and language written. Over the summer, will combine with the 2022-23 budget - to implement and distribute using this process. There is a continued discussion on a collegewide grant budget development with coordination with the Grants and Initiative Subcommittee. Will be expecting the Campus Allocation Model (CAM) with major considerations regarding the COLA. Will be discussing expenditures of One-Time monies and how to spend it quickly. Will be anticipating the State to require the college to increase reserves from 15% to 16% for operational expenses (two and a half months' worth). HEERF I has been fully expended. HEERF II has a balance of \$2.2M, with \$1.8M committed. HEERF III has a balance of a little over \$5M, with \$800K for Student Direct Aid. Looking to use remaining balance for activities that will bring students back to campus (for students that have either dropped out or stopped out), and 16 High Flex stations to provide better IT and AV capabilities. This is to create a sense of belonging for the students. Will be looking at outside furniture, shading, electricity, and Wi-Fi to encourage students to formally and informally meet outside. Lastly, currently working on how to strengthen and expand Wi-Fi presence on campus (heat map was completed that identifies where Wi-Fi weak spots exists). BRDS will meet on May 25, 2022.
- 2. Program Review/Outcomes Assessment Subcommittee.** **3, 4** **I.B**
Advancements were made on the new software Nuventive. There were demos and sandboxes and received no comments or disagreements. Will be working with Student Services and Instructional Services this summer on their program review. Program Review Guidebook will be released. Received feedback from the planning summit on the Quality Program Review Process, to be presented at committee meeting. There was a quick survey for the Instruction area about how they were supported throughout the program review process. Respondents felt that they were strongly supported, with top ask of having a template to complete a quality program review.
- 3. District Strategic Planning Committee.** **3, 4** **I.B**
District Strategic Planning to be wrapped up this summer. Will need to look at how the college aligns with DSP.

4. Informational Items

1-5

Writing of Equity Plan is full steam ahead with a really good structure in place (piloting the RP Group Equity Framework and Assessment Tool). Big gratitude and thank you was extended to Dennis Sheean for his service as PRIEC's Co-Chair for his three years of leadership and contribution.

Next Scheduled Meeting: Friday, September 9, 2022.

Adjournment: Meeting was adjourned at 12:09 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