

Participatory Governance Evaluation Survey Fall 2022



SAN DIEGO MIRAMAR COLLEGE
OFFICE OF PLANNING, RESEARCH, AND INSTITUTIONAL
EFFECTIVENESS

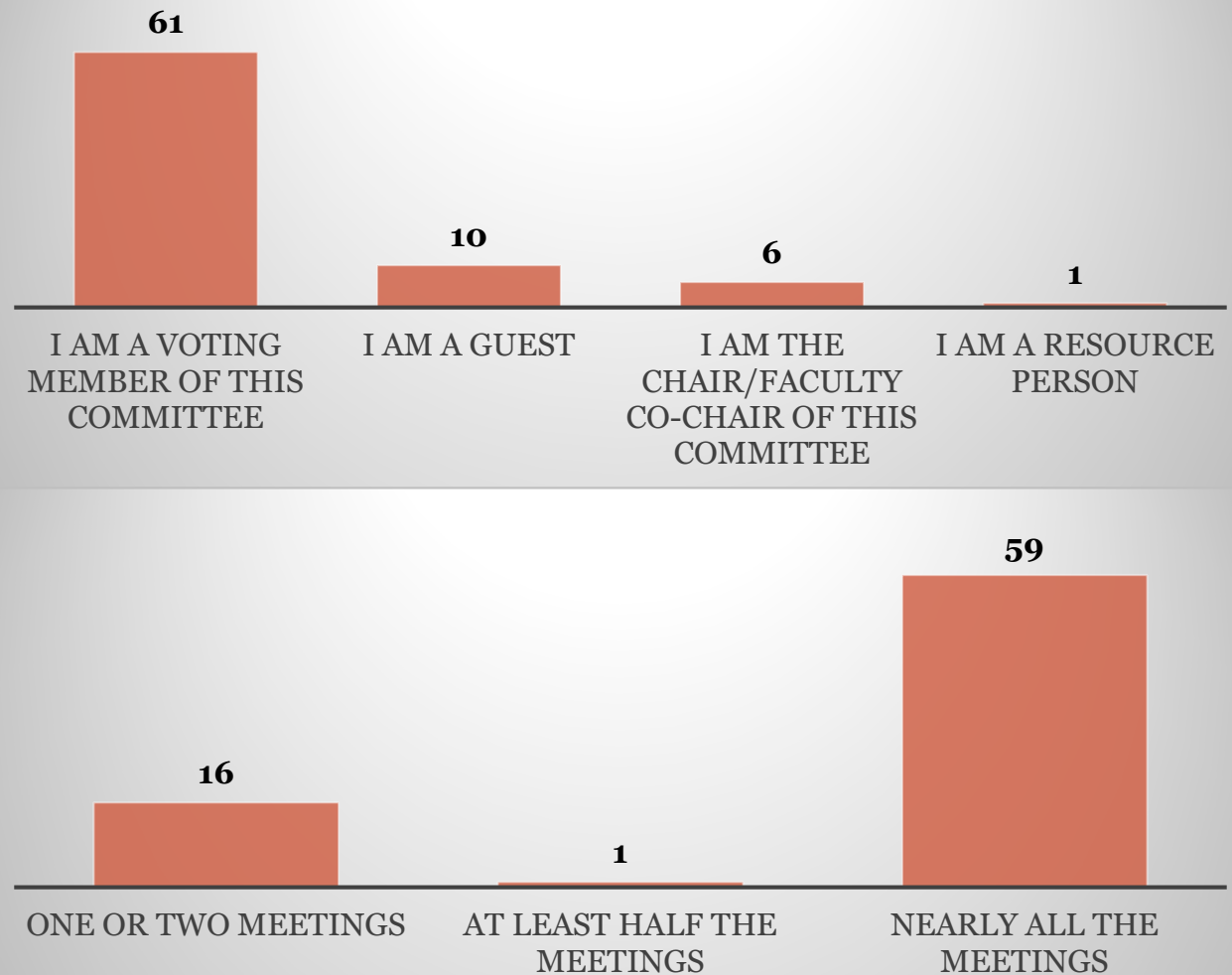
Participatory Governance Evaluation Survey

A total of 77 respondents participated in the survey

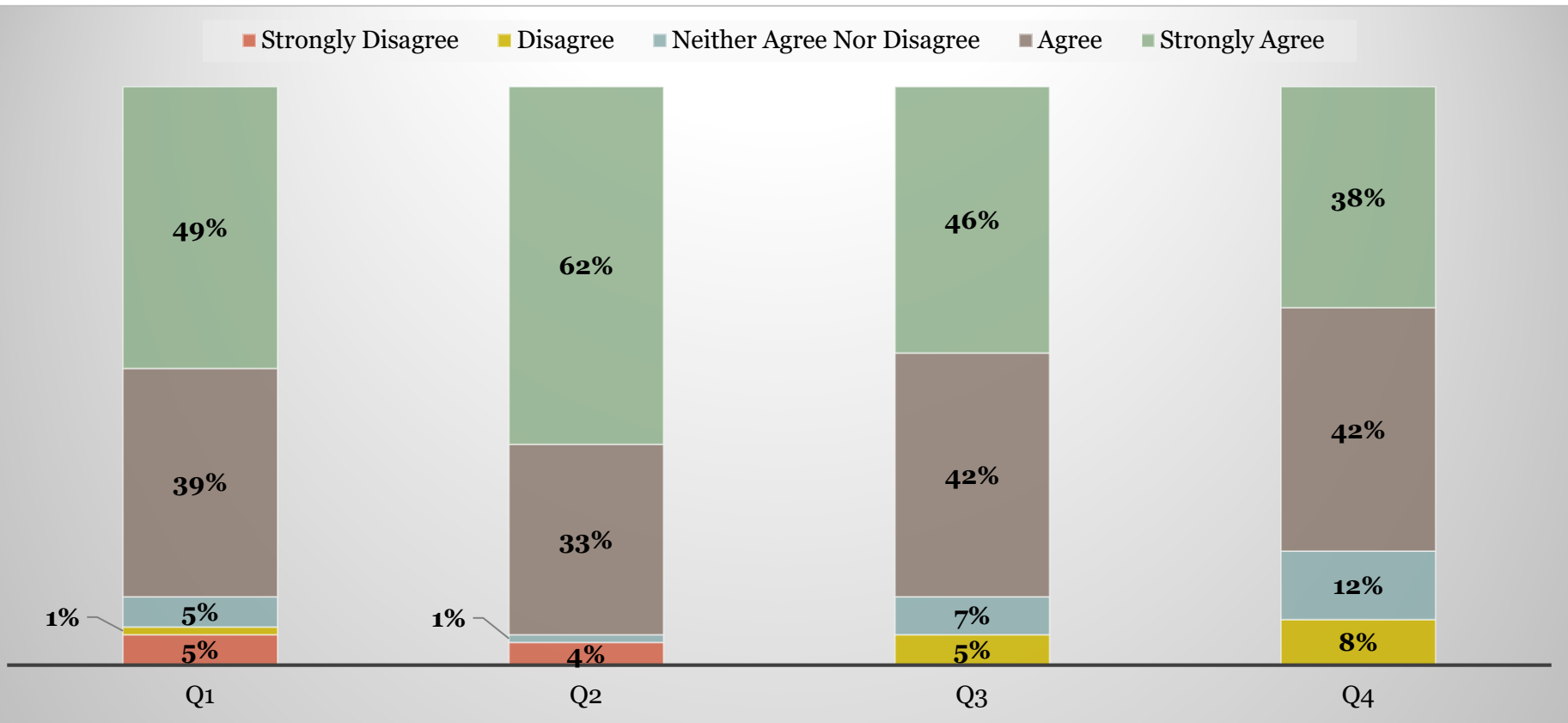
Most respondents were voting members

Most respondents attended nearly all the meetings

Committee Role & Meeting Attendance



Goals



Q1. The Committee establishes goals

Q2. The Committee's goals are aligned with the College's strategic goals

Q3. The Committee's goals/charge are regularly reviewed and updated

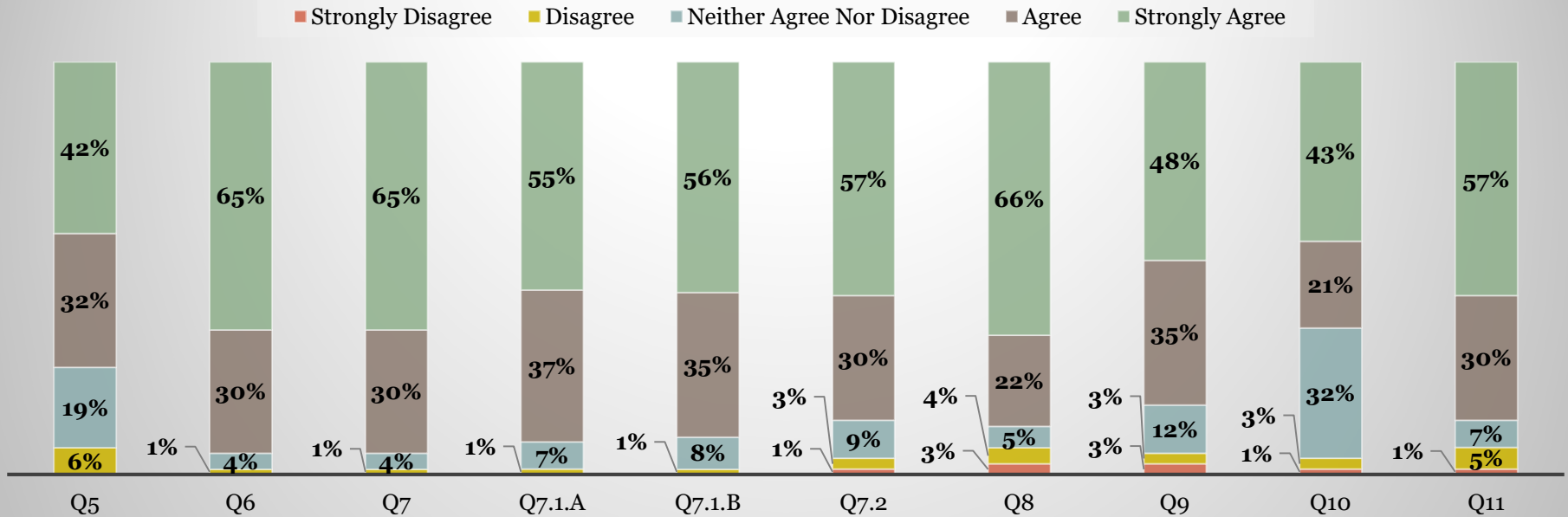
Q4. The Committee regularly assesses the achievement/progress towards its goals

Feedback on Questions Q1-Q4

4

- Mostly positive remarks from respondents about their committees:
 - Efficient
 - Welcoming
 - Organized
- Some critiques:
 - “Needs to do a better job”
 - “Should do better”

Planning/Organization



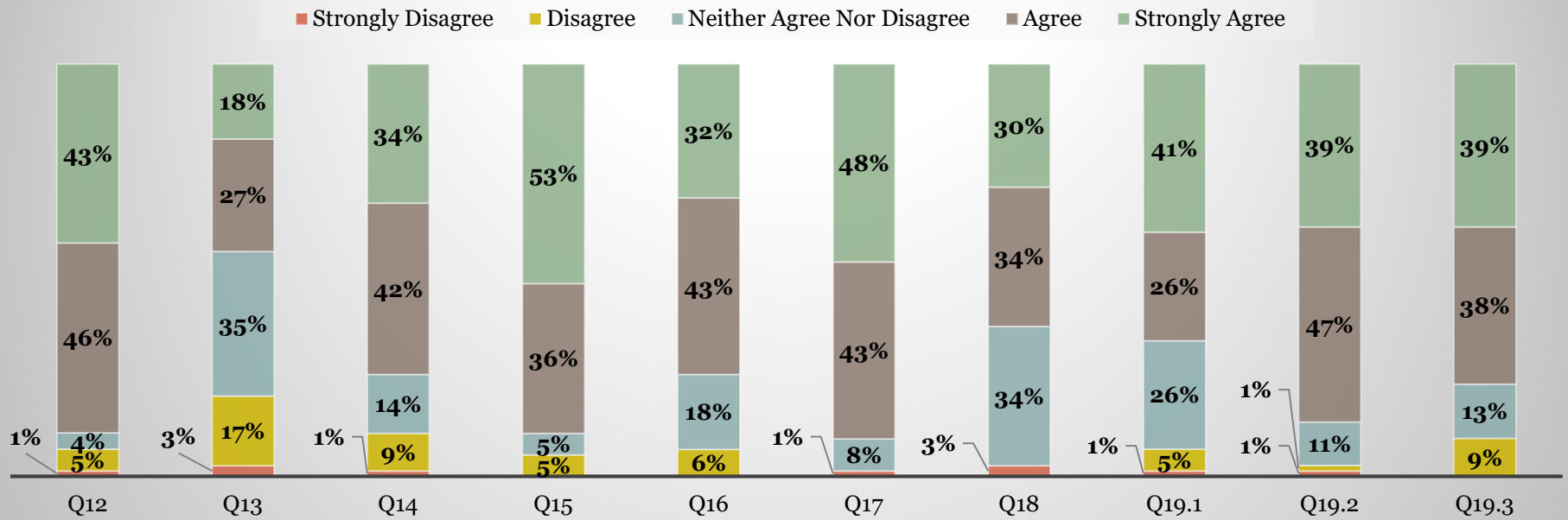
5. The Committee regularly reviews meeting dates and times to provide appropriate accommodation of members' schedules.
6. The Committee posts an agenda 72 hours before each committee meeting.
7. The agenda sufficiently describes what will be covered in the upcoming meeting.
 - 7.1.a. The agenda items are well aligned with the College's strategic goals.
 - 7.1.b. The agenda items are well aligned with the accreditation standards.
 - 7.2. There are agenda items that intentionally address strategic goal V (DEI)
8. The Committee has a dedicated note-taker.
9. The Committee posts minutes in a timely manner.
10. The Committee's website is well maintained.
11. Minutes are clear, concise, well-organized, and provide sufficient details.

Feedback on Questions Q5-Q11

6

- Several respondents mention that their committee does not have a website or were unaware of one

Committee's Role



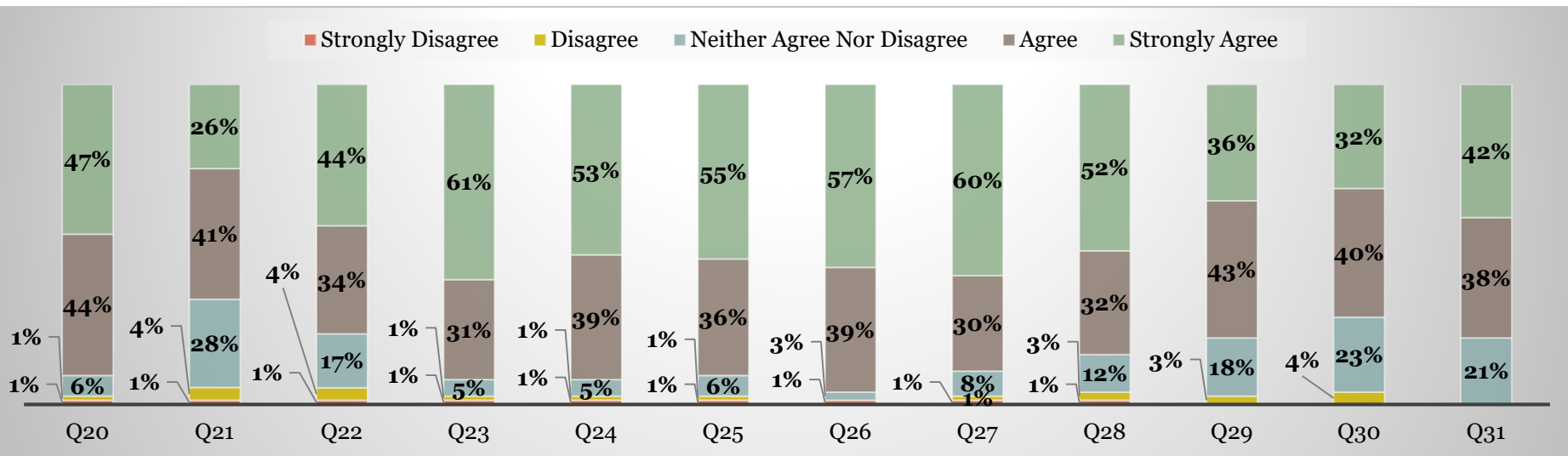
- 12. Voting members of the Committee adequately reflect the constituency groups on campus most likely to be impacted by its recommendations and/or decisions.
- 13. The Committee provides its members with mentoring, training, or both.
- 14. The Committee establishes expectations/norms for its members
- 15. The Committee's function is clearly defined
- 16. The Committee's process is regularly reviewed and updated.
- 17. Committee functions and processes are aligned with/in service of achieving the Committee's goals.
- 18. The Committee successfully fulfilled its stated charge the previous year.
- 19.1. The Committee makes data-informed decisions based on careful and thoughtful analysis of current research data
- 19.2. The Committee makes decisions timely.
- 19.3. The Committee facilitates a relatively quick turnaround moving from decision to action.

Feedback on Questions Q12-Q19

8

- Differences in training among committees
 - “Not sure that there is training”
 - “Does a great job in mentoring new members and guests”

Committee Relations



- 20. The Committee communicates its process effectively to its members
- 21. The Committee communicates its process effectively to outside constituency groups
- 22. The Committee consistently serves its specified purposes in the best possible manner with the least amount of time and efforts wasted.
- 23. The Committee is collaborative, inclusive, and respectful of diverse opinions/inputs.
- 24. Members feel comfortable contributing ideas.
- 25. Ideas are treated with respect, whether or not others agree with them.
- 26. Members have sufficient opportunities to provide input into committee recommendations.
- 27. The Committee often conducts meaningful, structured, and productive dialogues.
- 28. The Committee regularly considers how its recommendations and/or decisions may impact constituency groups and seeks input and buy-in before proceeding.
- 29. The Committee maintains effective information flow to constituency groups.
- 30. The Committee maintains effective communication with the campus community as a whole.
- 31. The Committee follows up with responsible constituency groups on turning decision to timely action.

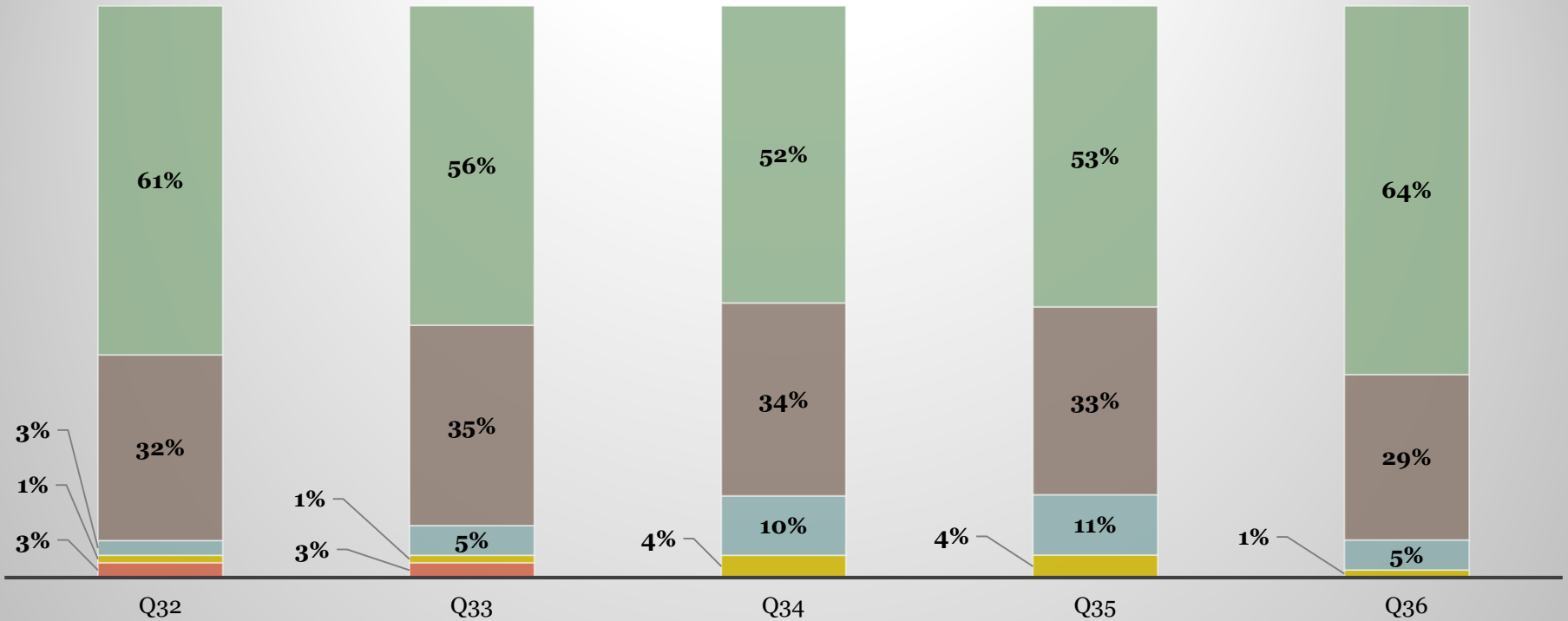
Feedback on Questions Q20-Q31

10

- Respondents would like improvement in communication:
 - To share information outside committee
 - To be able to share ideas in a respectable manner

Meeting Satisfaction

■ Strongly Disagree
 ■ Disagree
 ■ Neither Agree Nor Disagree
 ■ Agree
 ■ Strongly Agree



- 32. The meeting room/virtual meeting room/tool (e.g., Zoom) is conducive to an effective committee meeting.
- 33. The features in the meeting room/virtual meeting room/tool facilitate the overall effectiveness of each committee meeting.
- 34. Overall, I am satisfied with the amount of time and effort I expend on this Committee.
- 35. Overall, I feel like the time and effort I expend on this Committee is worthwhile.
- 36. Overall, this Committee plays an important role in helping the college achieve its goals and mission.

Feedback on Questions Q32-Q36

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- Mixed feelings on using Zoom:
 - Easier to share resources
 - “allows some members to dominate the discussion and shut down alternative viewpoints”
 - “still prefer face-to-face”

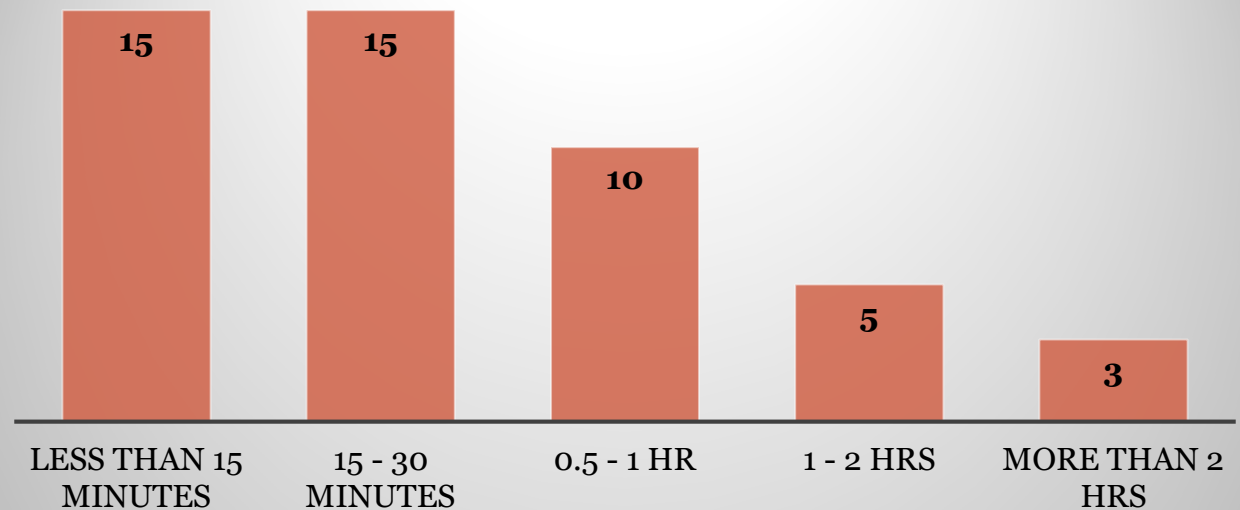
Participatory Governance Evaluation Survey

Wide variation in time
spent preparing materials
AND reviewing materials

Time spent preparing the agenda and reviewing minutes

15 minutes to 10 hours, among five respondents

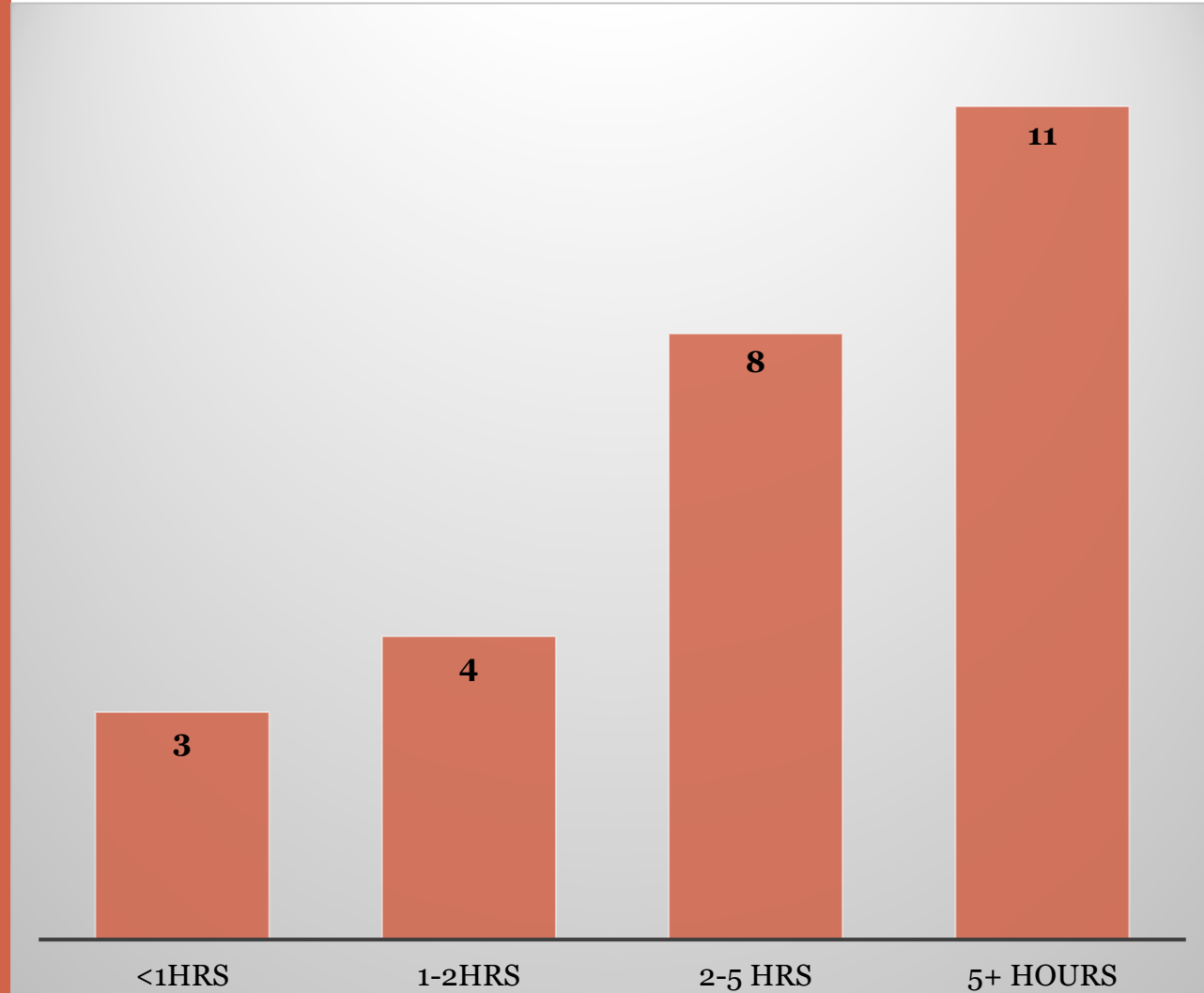
Time spent reviewing materials to prepare for meeting



Participatory Governance Evaluation Survey

- 26 respondents gave feedback on time spent on committee activities
- 11 respondents spent at least 5 hours per month

Time spent per month on activities on behalf of the committee



Accomplishments of the Committee

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- Foster collaboration and inclusion
- Disseminate information
- Review student petitions
- Embrace diversity and equity
- Receive, review, and update college-wide plans
- Guided Pathways
- Setting goals/benchmarks/KPIs

Recommended Changes for the Committee

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- Increase membership/participation/invite guests
- Encourage communication/open discussion
- Clarify or assign roles
 - Expectations
 - Note-taker
 - Secretary
- Provide minutes in advance
- Hold meetings on Zoom
- Spread awareness of committee's work
- Longer term lengths