

## Planning, Institutional Effectiveness, and Research Committee

September 23, 2022, 10:30 a.m. to 12:30 p.m., Room L-108

Co-chairs: Daniel Miramontez and Lisa Brewster

### MINUTES

**Present:** D. Miramontez, L. Brewster (Proxy by M. Hart), A. Gonzales, D. Sheean, B. Bell (Proxy by A. Gonzales), M. Odu (Proxy by L. Ascione), D. Kapitzke, N. Julian (Proxy by D. Miramontez), A. Neff, K. Hill (Proxy by A. Neff), M. Hart, P. Manley, X. Zhang, and M. Lopez

**Absent:** M. Demcho, D. Diskin, L. Clarke, and R. Marine,

**Guest:** L. Sweeney

Meeting called to order at 10:35 a.m.

1. **Approval of Agenda.** Agenda was moved by X. Zhang, seconded by L. Ascione and carried to approve.
2. **Review of Minutes for September 9, 2022.** Minutes were moved by A. Neff, seconded by M. Lopez, abstained by L. Ascione and K. Hill, and moved to approve.

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

### New Business:

1. **Governance Evaluation Survey.** 4      IV.A.  
Time was allocated in this meeting for PIER Committee members to complete the college's Governance Evaluation Survey. This will take approximately 20 minutes via mobile device. Suggestion was made to possibly use drop-down windows to answer questions. There is a scrolling delay to view next question. Comment was made that this was difficult to enter via phone, recommend doing on desktop. Have to scroll down to view survey questions and enter response due to instructions. It was difficult to view what is entered in open-ended response section. Notice will be sent out from the President's Office for collegewide email distribution. Request was made to provide explanation on how to approach the survey questions.
2. **Quality Program Review Process.** 3      I.B.  
Process was vetted through the Program Review Outcomes Assessment Subcommittee (PROASC). Template from the Planning Summit 2022 Quality Program Review was previewed. Template shows how it ties into the college's mission statement, program (instruction) & department (non-instruction) mission statement, institutional learning outcomes, strategic goals and directions, collegewide priorities, six success factors, equity, Guided Pathways, and action. This template is what will be used in Nuventive (replacing TaskStream). With the Nuventive platform, it is adaptive to each division needs. There will be components that will go across every single division, but can be tailored to a school, program, office, etc. This is the development stage for building the quality program review process. Discussion will be had in PROASC how to move into implementation stage. Motion was made by M. Hart to move this forward constituencies for review and approval, seconded by B. Bell, and moved to approve.
3. **Guided Pathways - Equity - Institutional Effectiveness Integration.** 1-5      I.B.  
Tabled. Request was made to present this to constituencies.

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|---|------------|------------|
| <b>4. <u>2022-2023 Guided Pathways Goals.</u></b> | <b>1-5</b> | <b>1-4</b> |
| Tabled.   |            |            |

**Old Business:**

- |   |            |             |
|---|------------|-------------|
| <b>1. <u>Committee Membership &amp; Charge.</u></b>   | <b>4</b>   | <b>I.B.</b> |
| There are three faculty designees requiring appointments, as well as two Associated Student Government designees. Currently in discussion with Committee on Committees. L. Sweeney will be a guest for PIER committee for now until conversation occurs to add her to the committee. BRDS Co-chair will not be a member for PIER committee. |            |             |
| <b>2. <u>SPAS 2.0 (Draft).</u></b>  | <b>1-5</b> | <b>I.B.</b> |
| SPAS 2.0 (Draft) has been sent out to constituencies for discussion, and is an agenda item for President’s Cabinet.   |            |             |
| <b>3. <u>Update to Main/Operational Plans.</u></b>  | <b>1-5</b> | <b>I.B.</b> |
| Technology Committee will be working on the new 3-year Rolling Plan, aligning with District IT Goals. CTE Functional Plan has been updated with District Plan for now, will be updated to be more college specific.   |            |             |

**Reports/Other:**

- |   |             |                   |
|---|-------------|-------------------|
| <b>1. <u>Budget and Resource Development Subcommittee (BRDS)</u></b>  | <b>3, 4</b> | <b>I.B, III.D</b> |
| Tabled.   |             |                   |
| <b>2. <u>Program Review/Outcomes Assessment Subcommittee.</u></b>   | <b>3, 4</b> | <b>I.B</b>        |
| Currently working on Nuventive system, training, guidebook, Canvas, baccalaureate program, and Flex activities on program review. Kudos was mentioned to VPSS team regarding the Student Services Program Review process. |             |                   |
| <b>3. <u>District Strategic Planning Committee.</u></b>   | <b>3, 4</b> | <b>I.B</b>        |
| Next scheduled meeting is on November 11, 2023. Should be working on Districtwide Integrated Planning process.  |             |                   |
| <b>4. <u>Informational Items</u></b>  | <b>1-5</b>  |                   |
| None.   |             |                   |

**Next Scheduled Meeting:** Friday, October 14, 2022.

**Adjournment:** Meeting was adjourned at 12:17 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