

**Planning, Institutional Effectiveness, and Research Committee**

April 14, 2023, 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. Demcho), A. Gonzales, B. Bell, M. Odu, N Julian, A. Neff, M. Hart, P. Manley, D. Kapitzke, D. Diskin, K. Hill, M. Lopez, C. Booth, M. Demcho, X. Zhang, D. Sheean, and A. Huang

Meeting called to order at 10:33 a.m.

- 1. Approval of Agenda.** Agenda was moved by M. Demcho, seconded by M. Hart, and carried to approve.
- 2. Review of Minutes for March 10 and March 24, 2023.** Tabled.

**\*Strategic Goals**      **Accreditation Standards**

**New Business:**

- 1. Program Viability Process.** **3**      **I.B.**  
Program Viability Review Process is currently being revised. Language in regards to program discontinuance was reviewed, cleaned up, and updated accordingly. This is to further define/modify discontinuance language. Presented and reviewed included an overview, outcomes of viability review, rationale, program initiation, program proposal, and consideration for program discontinuance recommendation. Also presented was the process for establishing a Viability Review Workgroup, along with information and data gathering. Motion made by L. Brewster and seconded by B. Bell to approve the program viability process updated by the PROASC, and was moved to approve. Next steps is to present to constituency groups for vetting and then to College Council for final approval.
- 2. Student Centered Funding Formula (SCFF Overview).** **3**      **I.B.**  
– From BRDS, a quick review of Hold Harmless, SCFF, and Apportionment was presented. The key component in this is a District level discussion (information not specific to Miramar College). Will be anticipating the campus allocation model within the within the next three weeks for next year’s budget. The Student Centered Funding Formula (SCFF) will become a performance model based on FTES (70%, 3-year Average), Supplemental (20%, Prior Year Count - Pell, AB540, CA Promise), and Success (10%, 3-year Average). As for Hold Harmless, this has been extended through 2024-25, with new floor established for 2025-26, which is based upon 2024-25 actual performance. For the 2023-24 and 2024-25, funding is based upon highest calculation of either the 2020-21 SCFF Calculated Revenue, 2019-20 SCFF Calculated Revenue + COLA, or the 2020-21 Hold Harmless. This process will end in 2024-25. We will either use floor, or actual calculations. It is pretty important now that we maximize our FTES, success, and supplemental factors for all will contribute to the floor for 2024-25. CCCC Appportionment is how the State System Office provides revenue for each community college district in the State of California. The four periods are: 1. Advanced Apportionment-Prior Year Actuals, 2. P1-First Principal Apportionment, 3. P2-Second Principal Apportionment, and 4. Recalculation. Positive attendance data comes into play during recalculation. Further detail was reviewed and presented, which is high-level information from the California Community Colleges 2022-23 First Principal for San Diego Community College District. This included Total Computational Revenue and Revenue Sources, along with Supporting Sections (with point values for FTES Data and Calculations, 2022-23 FTES Modifications, Restoration Authority, Basic Allocation, and Supplemental Allocation). Miramar College will need to look at productivity goals because it will have an impact on future funding.

**3. Transfer Volume Re-Benchmark.**

**3 I.B.**

Transfer volume current and SCFF metric definitions and data was presented accordingly:

**Table 1. Transfer counts using current definitions**

College	2016-17	2017-18	2018-19	2019-20	2020-21
City	904	962	992	1,082	1,066
Mesa	2,099	2,222	2,404	2,279	2,059
Miramar	811	955	1,285	1,498	1,511
Total	3,814	4,139	4,681	4,859	4,636

*Note 1:* Prior to aligning with SCFF methodology, the district used to use the following: the number of students who transferred from SDCCD to a 4-year university who met two conditions: (1) complete 12 or more transferrable units at any community college within six years prior to transfer, and (2) enroll at City, Mesa, or Miramar within two years prior to transfer.

**Table 2. Transfer counts using SCFF Metric Definitions**

College	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
City	442	560	557	588	681	575
Mesa	1,022	1,132	1,358	1,296	1,332	1,219
Miramar	531	601	730	850	889	924
Total	1,995	2,293	2,645	2,734	2,902	2,718

*Note 1:* SCFF Metric Definitions were clarified by Todd Hoig to be 12+ Semester units minimum in academic year prior to academic year of Transfer to a 4 year, along with zero units earned in CCCC in academic year of transfer. **This is how we get paid by the State.**  
*Note 2:* College of record was used to determine which college received credit for transfer. In cases where college of record was not available, first character of program plan stack A was used.  
*Note 3:* 2022-23 tentative counts will be available by Mid-June of this year.

These are the parameters used to calculate transfer volume. With the new SCFF metric definitions, we need to get students into two-year programs. To have clear programs for students to get them in and out. The primary funding source is the college’s transfer students. It was mentioned that the ACP and Success teams can have an impact with these transfer numbers. After lengthy discussion on AA degrees, ADTs, transfer level courses, data, and historical trends, next step is to re-benchmark the transfer volume, which will affect the college’s SPAS 2.0 (based on the new SCFF metric definition). Request was made for a possible student forum with emphasis on student success and really looking into the ACPs as a model to supporting students.

**Old Business:**

**1. 2023/2024 Annual Planning Calendar Update.**

**3 I.B.**

Will be with dates that are based on next year’s academic calendar (no change to context). Will bring back to next PIERC meeting for review, followed by vetting and final approval by the end of this semester.

**2. Guided Pathways – Equity – Institutional Effectiveness Integration.**

**1-5 I-IV**

Miramar 2.0 Redesign through an Equity Lens (Alignment Crosswalk) was presented. This is a crosswalk/alignment between the college’s Strategic Goals, Equity Metrics, Guided Pathways Pillars. This also contained the activities for: Equity, Guided Pathways, REACH, SEM, Strong Workforce, SEA, Perkins, Outreach, Pathways to Navigation, Title V, Rising Scholars, and Basic Needs. These are initiatives occurring on our campus that links back to our strategic goals, equity metrics, and pathways. This crosswalk is an attempt to show the big picture/ comprehensive look on how the college has evolved over the last year with noting initiatives and aligning them together. The college will need to review this crosswalk to see what activities are missing and update will be incorporated accordingly (e.g., Culturally Responsive Teaching, Native American Student Success Grant, etc.). Will see which tools aside from excel would better work for this crosswalk (possible 3D model structure). Suggestion was made to place Strategic Goals across bottom section to align everything together. Eventually, this will feed into the college’s planning framework, into the next strategic planning cycle in 2027. This agenda item will be an ongoing discussion.

**3. 2023 Planning Summit Debrief – Evaluation Results and Qualitative Data Packet.**

**1-5 1-B**

Tabled.

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| <b>4. <u>Update to Main/Operational Plans.</u></b><br>Tabled. | <b>1-5</b> | <b>I.B.</b> |
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**Reports/Other:**

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| <b>1. <u>Budget and Resource Development Subcommittee (BRDS)</u></b><br>No report due to scholarship event.   | <b>3, 4</b> | <b>I.B, III.D</b> |
| <b>2. <u>Program Review/Outcomes Assessment Subcommittee.</u></b><br>Continuing work with Nuventive manuals. Instruction workspace has been completed and have moved to work on Administrative and VP workspaces. Goal is to be done by the end of this semester. There are two viability workgroups for the Graphics Program and Public Safety Bachelor’s degree program, respectively. Have set up first meeting for Graphics Program for May 1, 2023. No meeting date set for Public Safety yet. Status for Program Review will be provided next meeting. Will reopen dialogue with Quality Program Review Process in May 2023, to go through constituencies for vetting and approval. Showcase of process will be in Nuventive. | <b>3, 4</b> | <b>I.B</b>        |
| <b>3. <u>District Strategic Planning Committee.</u></b><br>None.  | <b>3, 4</b> | <b>I.B</b>        |
| <b>4. <u>Informational Items</u></b><br>It is the college’s Black Student Success Week. There will be a watch party, but can attend virtually. ISER has been reviewed and supported by the college.   | <b>1-5</b>  |                   |

**Next Scheduled Meeting:** Friday, April 28, 2023.

**Adjournment:** Meeting was adjourned at 12:20 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