

Planning, Institutional Effectiveness, and Research Committee Minutes

San Diego Miramar College

Friday, May 12, 2023 • Room L-108 • 10:30 a.m. to 12:30 p.m.

Members: Present: Daniel Miramontez (Co-Chair), Lisa Brewster (Co-Chair), Adrian Gonzales, Michael Odu, Arnice Neff, Xi Zhang, Patti Manley, Michael Lopez, Mary Hart, Dennis Sheean, and Monica Demcho **Absent:** Brett Bell, Nessa Julian, Denise Kapitzke, and Andrew Huang

Vacancies: Classified Designees: Instructional Services, Administrative Services, and Student Services. Faculty Designee: Liberal Arts, MBEPS, PRIELT, and Faculty Designee

Guests:

- A. **Call to Order:** The meeting was called to order at 10:40 a.m.
- B. **Approval of Agenda and Minutes:** Agenda for 5/12/2023 was moved by C. Booth, seconded by M. Demcho, no discussions or abstentions, motion carried. Manley made to motion to approve meeting minutes for 3/10, 3/24, 4/14, and 4/28, 2023, seconded by Odu, no discussion or abstentions, motion carried for all.
- C. **Committee Reports/ Other:**
 - Budget and Resource Development Subcommittee – FTES, FTEF, Hold Harmless, and Campus Allocation Model was discussed in last BRDS meeting.
 - Program Review/Outcomes Assessment Subcommittee – Most Nuventive training has been done, with positive feedback. Graphics Program discontinuance conversation is being had through the college, which included a public forum. Will go through governance for discussion to meet Board meeting deadline. Moving into creating dashboards for committees.
 - District Strategic Planning Committee – Committee has had a meeting. Attempt of the committee is to look at implementation of the District Strategic Plan, as well as measuring progress towards meeting the mission of the District. However, Guided Pathways Regional Coordinator was invited to run meeting. Conversation will continue in fall semester – committee purpose was lost in discussion (disconnected and not well articulated). Suggestion to include Guided Pathways coordinators from each individual college in conversations.
- D. **Old Business:**

#	Item
1	<u>2023/2024 Annual Planning Calendar Update</u> – Was approved by President’s Cabinet and will go constituencies for review, and then to College Council for final review and approval.
2	<u>Guided Pathways - Equity - Institutional Effectiveness Integration - Final GP Work Plan</u> – Guided Pathways Work Plan – Phase 2 Report Plan 2022-23 was presented. This is an extension of the college’s Equity Plan (as the rationale) and integrated with various/other college initiatives. Examples of the 10 questions that were answered was presented (which were the same 10 questions that were in the Equity Plan). These included: 1. Successful Enrollment and Entering Students; 2. Persistence: First Primary Term to Secondary Term and Entering Students; 3. Completion of Transfer-Level Math & English and Entering Students; 4. Transfer and the Student Journey; 5. Completion and Student Success; 6. Student Equity and Achievement (SEA) Program Integration; 7. Associate Degree for Transfer (ADT) Integration; 8. Zero Textbook Cost to Degree (ZTC) Program Integration; 9. California Adult Education Program (CAEP) Integration; and 10. Strong Workforce Program (SWP) Integration. The Guided Pathways Work Plan has gone through governance for review and was approved to meet the June 2023 submittal. Reminder was made that this is a working document and updates/changes can be made accordingly. Guiding the alignment grid are Strategic Goals, Equity Barriers, and Guided Pathways Pillars with REACH Program, Strategic Enrollment Management, Strong Workforce, Student Equity and Achievement, Perkins, Outreach, Pathways in Navigation, Title 5, Rising Scholars, Basic Needs, Mesa, Native American, and Asian American Native Hawaiian Pacific Islander Student Achievement Program (AANHPI SPA). Grid will allow us to see what’s common across the board and not duplicate work.
3	<u>Update to Main/Functional Plans</u> – Educational Plan is outdated (due to COVID), recommend to use the GP Work Plan as an outline for the next iteration of the Education Plan for 2023-24 academic year. Division Plans are outdated (due to COVID), PIERC recommends updating the cycle (7-year) to better align with Educational Plan (implementation planning). Question was brought forward if it is still feasible to have divisional plans (to be reviewed next academic year). IDEA agrees that the Cultural and Ethnic Diversity Plan is outdated and to discontinue it. However, there are parts of it that are valuable and will retain within the IDEA committee. Approval of the Professional Development Plan to be confirmed. CTE Functional Plan has been updated with SDCCD Plan for now. Miramar specific CTE Plan has been delayed until fall 2023. District Human Resources Plan to follow upon the conclusion of District Strategic Plan.

E. **New Business:**

#	Item
1	<u>Eat Pie Smorgasbord</u> – As with tradition, PIER committee has ended their meeting for the academic year with pie for all members to enjoy.
2	<u>2023-24 PIERC Meeting Calendar</u> - PIER Committee will continue to meet on the 2nd and 4th Friday of the month, 10:30 a.m. to 12:30 p.m. Noted events are Equity Summit, to be held on October 27, 2023 and Planning Summit on March 15, 2024. Request was made to review Equity Summit event date, which may fall in line with counseling meeting. Save-the-dates will be sent out at the beginning of the semester – single flier for both events.

F. **Announcements:** None.

G. **Adjourned:** Meeting was adjourned at 12:20 p.m.

H. **Next Scheduled Meeting:** Friday, September 8, 2023.

San Diego Miramar College 2020 – 2027 Strategic Plan Goals

I: Pathways – Provide student-centered pathways that are responsive to change and focus on student learning, equity, and success **II:** Engagement-Enhance the college experience by providing student-centered programs, curriculum, services, and activities that close achievement gaps, engage students, and remove barriers to their success **III:** Organizational Health-Strengthen Institutional Effectiveness through planning, outcomes assessment, and program review processes in efforts to enhance data-informed decision making **IV:** Relationship Cultivation - Build and sustain a college culture that strengthens participatory governance, equity efforts, and community partnerships **V:** Diversity, Equity, and Inclusion (DEI)-Build an environment that embraces diversity, equity, inclusion, Anti-Racism, and social justice for the benefit of the college community

** **ACCJC Accreditation Standards (Adopted June 2014):** Mission, Academic Quality and Instructional Effectiveness, and Integrity. II. Student Learning Programs and Support Services. III. Resources. IV. Leadership and Governance.