

Planning, Institutional Effectiveness, and Research Committee - Minutes

San Diego Miramar College

Friday, October 11, 2024 • Room L-108 • 10:30 a.m. to Noon

Members: Present- Daniel Miramontez (Co-Chair), Brett Bell, Adrian Gonzales Xi Zhang, Patti Manley, Michael Lopez, Marcella Osuna, David Wilhelm, and Andrew Huang,

Proxy- Michael Odu (proxy by J. Pena), Nessa Julian (proxy by D. Miramontez), Lisa Brewster (Co-Chair, proxy by M. Lopez), Francois Bereaud (proxy by P. Manley)

Absent- Dawn Diskin, and Dennis Sheean

Vacancies- Classified Designees: Instructional Services, Administrative Services, Student Services, and Library and Academic Success Center. Faculty Designee: Library and Academic Success Center.

A. **Call to Order:** The meeting was called to order at 10:34 a.m.

B. **Approval of Agenda and Minutes:** Agenda for 10/11/2024 was moved by X. Zhang, seconded by D. Wilhelm, no discussions or abstentions, motion carried. Minutes for 9/27/2024 was tabled.

C. **Committee Reports:**

- Budget and Resource Development Subcommittee: From last BRDS meeting, finished conversation related to unfunded FTES. Focus was (within District) on who was generating unfunded FTES. Through proxy documents, Miramar College's contribution to this is low - unfunded FTES goals/target not reached. Budget update focused on State of California Education Protection account, which collects income and property tax. The Education Protection Act gives 11% of community colleges, but have deficit funding by 4.7% due to lack of tax revenues being collected by the State. With tax retention, the deficit funding will go away - updates will be provided. Concern on resource allocation process of BRDS requests which were questioned in the prior year. Will continue to use current allocation process. Looked at the data export from Nuventive that documents all requests, including one-time requests. Will initiate process for schools to prioritize request for funding and will be returned back to BRDS.

- Program Review/Outcomes Assessment Subcommittee: From PROASC meeting, reviewed meeting dates and times for the semester, along with committee charge and purpose. Functional Plan made it through Classified Senate and management. In the process of rewriting the Program Viability Process based on initiation of Public Safety Management Program and discontinuance of Graphics Program.

- District Strategic Planning Committee: No report.

D. **New Business:**

#	Item
1	<p><u>Planning Summit 2025</u> – Next summit, it was proposed to focus on what happens within the classroom that affects student's success (or not). Looking to focus on the CREATE program and to highlight work within the CREATE. CREATE is an academy with culturally responsive educators in which equity underlines instruction in the classroom - to look at classroom practice and pedagogy. The CREATE program promotes inquiry and self-awareness as to the development of epistemologies, specifically in relation to historically marginalized communities, and faculty will use disaggregated course data to identify strengths and opportunities for growth in practice, understand equity data stories, and set goals for equitable outcomes. There are two cohorts to date in the college, with Cohort 1 starting in spring 2024 and Cohort 2 in fall 2024. Discussion was opened for feedback. Concern was first cohort experience wasn't what was expected, presenting something that was modified/changed from Cuyamaca College, and is still in the development process. This will be very instruction focus, this could be a good timing. Example was provided were to have more interactive class work, instructors to share experience and expectation with student – to feel a part of the course. Challenge with this proposal will be how to incorporate Administration and Student Services into the experience. Need more interaction with data (qualitative difference between both cohorts), deeper dive into student achievement data, and culturally responsive assessment. Need to know how to link what is being done outside the classroom with activities inside the classroom. Reminder was made that the planning summit assesses the current environment – which is to set the agenda for the next year. What are the big themes, what are the actions, and how does this connect to our bigger goals. May be a good time to shift on how planning summit is done. To build on President's goals and something not centralized. As well, how to help in classroom that faculty can relate to, how to showcase commonality, then how to address in classroom – there are barriers to teaching and learning. Also, to look into attendance, engagement in classroom, identify what is relatable with strategies already employed, what is being thought about, and how to effectively communicate with students. Other ideas include to identify thesis, what instructors are drawn to, pull ideas from past and current</p>

faculty and counselor institutes, and to focus on student persistence. With more discussion, will codify ideas and bring back conversation to next meeting.

E. **Old Business:**

#	Item
1	<u>Miramar Educational Plan Review</u> – Continued with conversation with preface being reviewed. Motion was made by B. Bell to accept the Miramar Educational Plan (formerly Educational Master Plan) as is and forward to constituencies, seconded by D. Wilhelm, motion carries.
2	<u>Strategic Plan Mid-Cycle Review: SPAS 2.0 Progress Update</u> –.
3	<u>Vision Aligned Reporting (VAR) Update</u> –.
4	<u>Update to Main/Functional Plans</u> – Tabled.

F. **Announcements:** None

G. **Adjourned:** Meeting was adjourned at 11:58 p.m.

H. **Next Scheduled Meeting:** Friday, October 27, 2024.

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.

