**SSC and Committee Coordination**

**Proposed Plan, Spring 2025**

The SSC could facilitate the dissemination and organize or coordinate the effort around college and committee goals

1. Support efforts and initiatives, such as the Planning Summit and the Student Equity Plan
	1. “Front load” them based on current campus initiatives or collect input leading up to them
	2. Afterwards, focus on disseminating and acting on the results and recommendations of these efforts and initiatives
2. Ask committee chairs to identify goals (this could be done using the form that Malia developed based on our discussions in College Council in Fall 2024) and host bi-annual “summits” to share, review, and coordinate them
	1. Summits: bring all of the committee chairs together at College Council once or twice a year for a half-day summit, like we do with the Chairs Committee in an on-going, reflective and forward-thinking process
	2. The collective could discuss committee goals across the college, identifying college-wide “goals and directions,” like the equity history we’re working on for the Equity Plan
		1. Host one event toward the end of Spring, between Weeks 9-16 to identify goals and overlaps. (This should be after the Planning Summit and once Program Reviews have been updated.)
		2. Present the results at Convocation to inform and give direction for the upcoming academic year.
		3. Assess & revisit the goals and progress on them in Fall, between Weeks 9-16.
		4. Meet again spring to reflect and develop an updated list of goals for the following academic year.

**Implementation:**

We could roll this out informally in Spring 2025 using the Planning Summit and Equity Summit as our college-wide “goals and directions.” Then we have our first “loose” summit in Fall 2025, building toward a more fleshed out, formal summit in Spring 2026.

**Action:**

Nessa has offered to take the lead in developing the planning document to outline this idea and bring to College Council.

|  |
| --- |
| **Proposed Committee Coordination Plan**The following Proposed Committee Coordination Plan is aligned with our planning calendar. |
| **Objective/Event** | **Who** | **Proposed Date** | **Notes** |
| Identify College-Wide goals | College Council | 5/16/2025 | \*Based on Planning Summit & President's "Areas of Focus" & introduce concept of Committee Coordination Plan |
| Adopt Campus Theme | College Council | 5/27/2025 |  “Cultivating a Community of Care: Making the Invisible Visible” |
| Fall Convocation | Campus | 8/21/2025 | Present college-wide goals to provide direction for academic year  |
| Governance Training | Committee Chairs | 8/22/2025 |  PGA (Participatory Governance Academy) or something similar |
| Committee Goal Setting | Committees | September - October | \*10/3 - Annual update due for School/Administrative Units/Student Services Programs/President Office Departments goals and objectives & 10/31 Annual update - Division & President Office Departments (Communication Services/Institutional Effectiveness/LEAD/Development and Entrepreneurship) goals and objectives |
| Equity Summit | Campus | 10/24/2025 | Equity in Action: recap on progress to date |
| Committee Chairs & College Council Summit | Chairs & CC | November | \*Submit summary of Program Review reports/Annual Division & President Office Departments (Communication Services/Institutional Effectiveness/LEAD/Development and Entrepreneurship) plan updates (this could pair with discussions around PR in College Council) |
| Committee Goal Semester Update | Committee Chairs | 12/9/2025 | Submit to College Council & provide update to PIERC for focus of Planning Summit |
| Spring Convocation | Campus | 1/29/2026 |  (roughly the same as above) |
| Governance Training | Committee Chairs | 1/30/2026 |  (roughly the same as above) |
| Committee Goal Review | Committees | February-March |  (roughly the same as above) |
| Planning Summit | Campus | 3/13/2026 |   |
| PIER Planning Summit Data Packet presentation  | PIER | 3/24/2026 | \*Presentation at College Council - "Areas of Focus" shared out to campus |
| Committee Chairs & College Council Summit | Chairs & CC | April | \*Instructional Division Program Review Due |
| Adopt Campus Theme | College Council | 5/12/2026 |   |
| Committee Goal Annual Update | Committee Chairs | 5/26/2026 | Submit to College Council (Information to be included as part of accomplishments/End of Year Report) Planning Calendar Due 6/26/26 |

***FORMER IDEAS***

**Fall 2024:**

We are reaching out to committees doing work related to our charge (in short, serving students). Specifically, we are looking at (and this is a rough/basic list):

1. Any work they may be doing that overlaps with our charge
2. If there are ways that we (the SSC) can help them achieve those ends
3. If we can help them coordinate their efforts.

**Enrollment Management Committee:**

* 11/21/24, from Sonny: VPI Odu was able to share out how the communication and guidance work come through the EMC to SSC. Our main discussion today was how the charge would stay the same and through a paired down committee, what we would do to continue to the connections with SSC. We did not vote today, it was more of a first read, and we will revisit for final approval after more discussion is had. Changes wouldn’t take place until Fall. Carol will have more details on the notes.

**PIER Committee**

* Pablo is working with Daniel and Lisa on this

**Work Based Learning (WBL)**

* Pablo is meeting with Melanie Baeza, WBL Director to discuss this

**Other Committees and Programs:**

[**Governance Handbook**](https://sdmiramar.edu/sites/default/files/2021-08/College_Governance_Handbook.pdf)

**Governance Committees under College Council**

|  |  |  |  |
| --- | --- | --- | --- |
| **Committee** | **Charge** | **Responsibilities** | **Primary Goals/Outcomes** |
| IDEA | The committee is committed to promote understanding, engagement and appreciation throughout the College and District for all aspects of diversity, equity, and inclusion. | Serve as the liaison between the College, the District Equal Employment Opportunity Advisory Committee, and the District’s Campus Diversity Advisory Council (CDAC). • Sponsor activities and events at the College that promote diversity, equity, and inclusion. • Provide feedback and evaluation of the Student Equity Plan and college reports which advance diversity, equity, and inclusion on campus. • Support, coordinate, and/or implement programs, seminars and workshops that explore diversity, equity, and inclusion issues for faculty, classified professionals, and students. • In coordination with the Research Office, lead equity self-studies, equity data workshops, and equity leadership development. 23 • Provide leadership in the development of curriculum that addresses equity, ethnic studies, and social justice. • Support and advance the institutional core values of inclusiveness. • Participate in equity self-studies, equity data workshops, and equity leadership development. • Gather information for the Ethnic Studies degree requirements and facilitate its development • Regularly gather, review, and assess college data to identify potential gaps and make recommendation to mitigate equity gaps. • Perform work and provide evidence to ensure the college meets applicable areas of Accreditation Standards I-IV |  |
| **Enrollment Management** | To promote and sustain institutional effectiveness, with a primary focus on student success in accordance with San Diego Miramar College’s mission. The Enrollment Management Committee (EMC) will develop and promote an integrated and comprehensive approach to enrollment management that promotes and supports college-wide collaboration and engagement. The purpose of the EMC is to discuss and promote beneficial enrollment management strategies, including guiding principles for class scheduling, and make recommendations that promote student access, equity and success. | Continuous review and evaluation of enrollment trends. • Initiate and evaluate research on scheduling and course modalities at the college and department levels. • Use qualitative and quantitative data to inform recommendations. • Collaborate with college constituencies to develop, implement, and evaluate enrollment management goals and strategiesthat align with the Instructional Division Plan within the confines of the San Diego Miramar College Integrated Planning process. • Monitor and evaluate progress toward strategic enrollment management planning goals. • Develop, recommend, and promote enrollment management strategies and guiding principles for class scheduling. 25 • Perform work and provide |  |
| **PIER** | To establish and promote institutional effectiveness through aligning the college’s integrated planning process with the college mission, accreditation standards, and compliance with applicable Federal, State, and local requirements. This committee works with the framework of diversity, equity and inclusion to ensure and sustain a culture of evidence, inquiry and action for continuous quality improvement in institutional assessment, integrated planning, and student learning and success. | Coordinate, evaluate, and update the college’s integrated planning processes. • Review and update the planning calendar and work flow diagram of the College Annual Planning Cycle. • Provide leadership for the review, revisions, and updates to the College Educational Master Plan, Strategic Plan, and Operational Plans. • Regularly assess the College Strategic Plan. • Regularly review and recommend revisions of the College Mission and Vision Statements. 34 • Ensure that Outcomes and Assessment and Program Review are aligned with the college integrated planning process to facilitate student equity and success. • Coordinate college-wide process for budget development and allocation to ensure alignment between budget and planning. • Perform work and provide evidence to ensure the college meets applicable areas of Accreditation Standard I-III. |  |
| **Marketing** |  |  |  |
| **Technology** |  |  |  |
|  |  |  |  |