

Planning, Institutional Effectiveness, and Research Committee - Minutes

San Diego Miramar College

Friday, September 12, 2025 • Room L-108 • 10:30 a.m. to Noon

Members: Present- Daniel Miramontez (Co-Chair), Maria Battisti (proxy by M. Odu) Adrian Gonzales, Michael Odu, Xi Zhang, Patti Manley, Nessa Julian, Marcella Osuna, Dennis Sheean, Andrew Huang, and David Wilhelm.

Absent- Faculty Co-Chair, Michael Lopez, and Dawn Diskin

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 10:33 a.m.

B. **Approval of Agenda and Minutes:** Agenda (with amendment to move agenda item two as first agenda item) was moved X. Zhang, seconded by D. Wilhelm, no discussions or abstentions, motion carries. Minutes from May 9, 2025 was moved by P. Manley, seconded by M. Odu, no discussion or abstentions, motion carries.

C. **Committee Reports:**

- Budget and Resource Development Subcommittee: No report.

- Program Review/Outcomes Assessment Subcommittee: Program Viability Plan was approved and can be implemented.

- District Strategic Planning Committee: No report. Next meeting will be on September 30, 2025.

D. **New Business:**

#	Item
1	<u>Committee Membership and Charge Review</u> – From the College Governance Handbook, reviewed PIER Committee membership, purpose/charge, responsibilities, and procedures. No significant changes were made. Updates to be made for membership includes changing Library and Academic Success Center (ASC) to the School of Academic Services (for both Classified Professionals and Faculty). Selection will be made for a new BRDS Faculty Co-chair. Will need to inquire about classified designee/representation for Instructional Services, Administrative Services, Student Services, and the School of Academic Services. As well, faculty designee/representation is needed for the School of Academic Services.
2	<u>PIER Committee Co-Chair Election</u> – Faculty Co-chair for the PIER Committee is currently vacant. Floor was opened, with David Wilhelm being nominated. Nomination was moved by X. Zhang, seconded by A. Gonzales, no nays or abstentions, motion carries.
3	<u>2025-2026 PIER Committee Meeting Calendar</u> – PIER Committee meeting calendar for the academic year was reviewed. Will continue meeting on the 2 nd and 4 th Fridays of the month, with adjustments accordingly. Updates to include adding the Equity Summit for October 24, 2025 (replacing PIER meeting). Tentative meeting scheduled for October 10, 2025 based on meeting discussions to be held on September 26, 2025. Finalized meeting calendar will be sent to committee members, as well as Outlook calendar invites.
4	<u>Mission Statement Review</u> – PIER Committee has the charge of starting the review process for the college's mission statement. The planning cycle alignment grid was presented and reviewed. Currently, Miramar Educational Plan went live last summer and will sunset in spring 2028. We are in the latter part of the Program Review Cycle, which sunseting in spring 2027. For the Accreditation cycle, this is current from fall 2024 to spring 2031. For the next two years, looking to wind down the Strategic Planning Cycle, to prepare for the next cycle for fall 2027 to spring 2034. The college's Mission Vision, and Value statements (which guides all planning) was presented and discussed. This semester, will be begin comprehensive review. Analogy was made that our mission statement is like our Board Policies and our vision statement – the how and why. Feedback will be sent to committee members for further review (word file with track changes). Upon receiving feedback/review at next meeting, this will be sent out to constituencies for two reads, then to College Council for final vetting and approval. Once approved, this will go to the Board of Trustees for final approval.

E. **Old Business:**

#	Item
1	<u>Strategic Plan Mid-Cycle Review: SPAS 2.0 Progress Update</u> – Will be finishing out the Strategic Planning Cycle. Work will commence for new cycle.
2	<u>Vision Aligned Reporting (VAR) Update</u> – All programs have inputted their data. Analysis and narratives will be written.
3	<u>Update to Main/Functional Plans</u> – Miramar Educational Plan went live last summer. Technology Plan and Equity Plan will be vetted this fall semester. Marketing and Outreach Plan is going to do a review/update/revamp this semester.

F. **Announcements:** None.

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

H. **Next Scheduled Meeting:** Friday, September 26, 2025. Note made to review meeting for October 10, 2025 (tentative).

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.