

Planning, Institutional Effectiveness, and Research Committee - Minutes

San Diego Miramar College

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

Members: Present- Daniel Miramontez (Co-Chair), David Wilhelm (Co-Chair), Adrian Gonzales, Xi Zhang, Patti Manley, Landa Cain, Dennis Sheean, Andrew Huang, and Nathan Obermiller.

Proxy – Michael Odu by A. Gonzales, Nessa Julian by Daniel Miramontez, Marcella Osuna by Patti Manley

Absent – Maria Battisti, Michael Odu, Mary Hart, and Daisy Mosqueda.

Vacancies- Classified Designees: Instructional Services, Administrative Services, Student Services, and School of Academic Services. Faculty Designee: Liberal Arts and MBEPS.

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

B. **Approval of Agenda and Minutes:** Agenda was moved D. Wilhelm, seconded by P. Manley, no discussions or abstentions, motion carries. Minutes from November 14, 2025 was moved by D. Wilhelm, seconded by P. Manley, no discussion, motion carries.

C. **Committee Reports:**

- Budget and Resource Development Subcommittee: From last meeting, BRDS reviewed the budget allocation process. There were 180 requests that were ranked. Conclusion was that requests within departments that were ranked lower received funding, while those ranked higher were not. With subcommittee review, decision was made to fund top three requests first, then remaining requests accordingly. Business Office will be updating and releasing updated ranking.

- Program Review/Outcomes Assessment Subcommittee: Currently focusing on discussion about maintaining (or eliminating) ISLOs, as well as continuing work on outcomes disaggregation. Working with Curriculum Committee in regards to course outcomes placed on any new course activations (as it goes through curriculum process). Will continue work on subcommittee goals in March 2026.

- District Strategic Planning Committee: No Report.

D. **New Business:**

#	Item
1	<u>PIER Committee Goals</u> – College Council put forth practices for committees to list their goals and objectives for the current academic year, and to report on said goals. As well, to describe their goals and/or objectives that have been completed, in progress, or requires additional support or collaboration. This is to understand what each committee is doing, and to encourage committees to be action-oriented. Examples were provided using entries made by College Council and IDEA Committee. For the PIER Committee, the three goals being worked on are the planning summit, the initiation of the strategic planning process, and the college’s annual planning calendar. Objectives to include going through the mission statement, research data to inform decision making, and reports from the Planning Summit Workgroup. By consensus, information/details will be populated accordingly in this form.
1	<u>Outcomes Disaggregation Proposal</u> – The new ACCJC requirement is to disaggregate course outcomes. Presented was the Course Outcomes Disaggregation Roadmap. Purpose of this roadmap is to develop a coordinated approach for disaggregating course-level outcomes data (SLOs) in alignment with ACCJC standards and institutional equity goals. Currently in the process of exploring how to effectively disaggregate course outcomes data to better understand student learning across key demographic and instructional variables. Several phases of this work include research and environmental scan, Nuventive capabilities exploration, District and Sister Colleges collaboration and data access, instructional division conversations, and implementation. Suggestion was made that faculty assess their outcomes within Canvas. Data can automatically be retrieved in Nuventive, but all outcomes in Canvas will need to be cleaned up (e.g., naming convention standardized, prefixes updated, distinguishable descriptions, etc.). Next steps to include identifying categories for disaggregation, creating a dashboard, additional resources, funding for faculty, or technology needed. As well, working on integration priorities (Canvas/Nuventive connection), plans for training, and schedule follow-up discussions.

E. **Old Business:**

#	Item
1	<u>Planning Summit Workgroup Update</u> – Planning Summit Workgroup meeting notes was presented. Adjustments were made to shorten event by two hours due to 36-hour work week. Location has been moved to K1-107 (L-105 will be used by Board of Trustees the night before, ASG meeting will be held in alternate location). Hearty breakfast will be provided, lunch will not. ACPs will not be showcased in this year’s summit, allowing focus to be on the new Mission and Vision statement – reflecting on our roles within the college. Music theme will be reviewed (least objectional as possible). Breakout session/conversation will be on value-laden traits (from new mission, vision, and value statements). Event swag will be provided for summit participants.
2	<u>Mission & Vision Statement Review & Feedback</u> – College Council has approved the Miramar College Mission, Vision, and Value Statement. Next step is for this to go to the Board of Trustees on January 27, 2026.
3	<u>Strategic Plan Mid-Cycle Review: SPAS 2.0 Progress Update</u> – SPAS was updated with the latest data from 2024-25. Retention rates are at 92%, Persistence at 49%, Successful Course Completion at 80%, Number of Degrees awarded increased from previous year (1,244), and number of certificates increased steadily to 685. Transfer volume to be reviewed. Outcomes assessment and Outreach data were updated accordingly. It was mentioned that the data provided from SPAS are consistent with Vision 2030 in regards to persistence and retention. Data also shows how outside factors influences the student’s ability to finish their courses (e.g., COVID, local events, socioeconomic issues, etc.). Next steps will be mapping Vision 2030 metrics with SPAS 2.0 metrics to show alignment.
4	<u>Vision Aligned Reporting (VAR) Update</u> – VAR was presented to College Council as an FYI and has been submitted.
5	<u>Update to Main/Functional Plans</u> – Student Equity Plan was finalized and was approved by Board of Trustees. Technology Plan and Marketing & Outreach Plan are being vetted. Comprehensive review of Professional Development Plan is being worked on by workgroup created by College Council.

F. **Announcements:** Aspen Award was submitted. It was mentioned that the narrative written for this award tells a great story about the college – a good reflection point of the accomplishments made over a short period of time.

G. **Adjourned:** Meeting was adjourned at 12:02 p.m.

H. **Next Scheduled Meeting:** February 27, 2025
 March 13, 2025 (Planning Summit)
 March 27, 2025
 April 10, 2025
 April 24, 2025
 May 8, 2025
 May 22, 2025.

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.

