Planning, Institutional Effectiveness, and Research Committee - Minutes

San Diego Miramar College

Friday, May 22, 2026 ● Room L-108 ● 10:30 a.m. to Noon

Members: ***Present-*** Daniel Miramontez (Co-Chair), David Wilhelm (Co-Chair), Adrian Gonzales, Michael Odu, Maria Battisti, Xi Zhang, Nessa Julian, Patti Manley, Marcella Osuna, and Landa Cain, and Andrew Huang.
Special Guest – Kyle McGough

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

A. **Call to Order:** The meeting was called to order at 10:39 a.m.

B. **Approval of Agenda and Minutes:** Agenda was moved D. Wilhelm, seconded by X. Zhang, no discussions or abstentions, motion carries. Minutes from April 24, 2026 was moved by D. Wilhelm, seconded by P. Manley, no discussion, abstention by X. Zhang, motion carries.

C. **Committee Reports:**

- Budget and Resource Development Subcommittee: The BRDS committee report was deferred due to districtwide internet challenges and scheduling conflicts. BRDS meeting will be rescheduled for May 27, 2026.
- Program Review/Outcomes Assessment Subcommittee: May 4th meeting was cancelled as well due to districtwide outages. As an update for Instruction Program Review, 89% of instructional programs completed their annual review while course assessments reached 39%. For Student Services and SUOs will be due in summer, but may be delayed due to districtwide outages that occurred. Also announced was the successful connection to Canvas after a year-long implementation process.
- District Strategic Planning Committee: Meeting was held with discussion about District's proposed mid-cycle review of their strategic plan and a governance survey related to an IEPI grant. The survey contained errors in wording that needed to be corrected to specifically focus on committees rather than the general governance structure. Updates will be made accordingly with another committee.

D. **New Business:**

#	Item
1	Eat Pie Smorgasbord – Last meeting of the academic year, PIERC members celebrated their accomplishments with an annual pie smorgasbord.
3	2026-27 PIERC Meeting Schedule – The committee discussed scheduling for the upcoming year, confirming that meetings will start on September 11th and considering October 2nd or 9th for the Equity Summit. There could be potential conflicts with the Board of Trustees meeting, but was assured that the board meeting had been moved to Tuesday instead of Thursday, eliminating any conflict. The committee agreed to finalize the schedule once the exact date for the Equity Summit is confirmed at the upcoming Equity Summit Workgroup meeting. Noted for March 26th meeting date is the Friday before spring break, with Faculty preparing grades for midterms.
2	2026-27 Annual Planning Calendar – Review of updates were supposed to occur last meeting, but due to the cyber-attack, last PIERC meeting was cancelled. As well, updates couldn't be made because of the districtwide outages. Will bring this agenda item back in the fall semester.

E. **Old Business:**

#	Item
1	Strategic Goals and Directions Update – The Strategic Goals and Directions were approved at the last college council meeting and will be effective starting fall 2027. Next semester, will also focus on reviewing the planning framework as part of an ongoing strategic planning process. A reminder was made that this is part of several moving parts. Last semester was our mission, vision, and value. This semester was the Strategic Goals and Directions. Next semester, will be the college's planning framework - our cruise ship. This most likely be the topic for our Planning Summit, focusing on the implementation of our new planning cycle. A hearty thank you was made to all who provided their feedback and comments. Mentioned was that this approval process was very collaborative and inclusive.

2	Outcomes Disaggregation Roadmap Update – Plan is to complete the current program in spring 2027 with a focus on assessing PLOs and conducting comprehensive reviews, and meet with participants to assess data quality. Looking to scale the program campuswide by fall 2027. Will be working on a disaggregated dashboard with Nuventive to help identify and modify metrics for better integration with the strategic plan.
3	Strategic Plan Mid-Cycle Review: SPAS 2.0 Progress Update –Will be looking at SPAS 2.0 this summer to see where we are as a college in closing out the cycle. Discussion continued with thorough conversation of Goal 5 and Goal 2. It was discussed that while infrastructure for data collection has been built, COVID-19 disrupted the ability to collect meaningful data for several metrics, particularly regarding support services and professional development workshops. The team discussed challenges with professional development tracking, noting that while some data exists in flex systems, there's no systematic college-wide collection process in place. Professional Development Committee will further develop KPIs following a model similar to what IDEA implemented, and the team noted that program review completion rates are at 89% with five programs still pending completion. Also reported was that the college had met 5 out of 6 strategic priorities, with the main outstanding item being transfer volume data collection, which is affected by issues with National Student Clearinghouse (NSC) data. The team discussed data collection challenges, particularly around program review metrics and governance structure effectiveness, noting that some metrics were not collected due to pandemic impacts.
4	Vision Aligned Reporting (VAR) Update – College continues to have discussion around collecting student activity data and entering it regarding counseling sessions via reason codes. Meeting will be had to go over analysis results and will be moving what was developed into a template to provide a standard way of collecting reason codes – to better understand students' experience.
5	Update to Main/Functional Plans – Outreach Plan received College Council approval at the May 12th meeting, making it current. Both Technology Plan and Marketing Plan is scheduled for further review by College Council. Will be discussing a template for Functional Plans this summer, which ties this back to the college's mission, vision, values, goals, and strategic goals.

F. **Announcements:** Currently working on the CAM with Cambridge West, and will be vetted accordingly.

G. **Adjourned:** Meeting was adjourned at 11:55 a.m.

Next Scheduled Meeting: Friday, September 11, 2026, 10:30 a.m. to noon.