

San Diego Miramar College | 2015-16

Research Subcommittee Minutes

Monday, May 08, 2017
3:00 p.m. to 4:30 p.m.
L-107

Members Present: Xi Zhang (Chair), Daniel Miramontez, Gerald Ramsey (proxy for Paulette Hopkins), Marian Edelbrock, Mardi Parelman (proxy Fred Garces), Patricia Hunter, Kyung Ae Jun, and Naomi Grisham

Members Absent: Dawn Diskin, Steve Quis, Laura Pacenco, and Joseph Hankinson

- 1) **Call to order:** The meeting was called to order at 3:27 p.m. by X. Zhang
- 2) **Approve agenda:** Agenda was moved by G. Ramsey, seconded by N. Grisham, and carried to approve the agenda of May 08, 2017.
- 3) **Approval of Minutes:** Minutes was moved D. Miramontez, seconded by G. Ramsey, and carried to approve the minutes for April 10, 2017.

[*Strategic Goals](#)

4) **Old Business**

- a. 2017-2020 Environmental Scan Report (Action Item) 1-4
Data collection was finalized. Content and presentation of tables were reviewed with information regarding demographic indicators, educational indicators, economic indicators, and political and social trends. Links to website will be embedded to each table so that real time data will be available. Proposal was made to use two tables to summarize Environmental Scan findings by Loss/Momentum phases (connection, entry, progress, and completion). As well as findings by Loss/Momentum points based on SWOT analysis (strength/opportunities and weaknesses/threats) to address external factors. Structure of report will mimic structure of current Scorecard. Motion was made to approve the outline of the Environmental Scan Report, to include: Table of Content, Introduction, and both Summary tables – moved by N. Grisham, seconded by G. Ramsey, and moved to approve. Will be moving report forward to PIEC.
- b. Research Agenda 2016-2017 Update 1-4
Discussion prior to meeting quorum. Proposal was made to make this a three-year Research Agenda.
- c. ISLO Survey Spring 2017 1-4
Discussion prior to meeting quorum.
- d. SLO Data Disaggregation – Pilot Study 1-4
Discussion prior to meeting quorum.
- e. SSSP-SEP-BSI-BSSOT-CTE-SWP-SEM Alignment 1-4
Alignment Taskforce is currently working on SSSP-SEP-BSI Integration Plan 2017-

19. Next two phases of alignment will be BSI with BSSOT (centered on Basic Skills students), as well as CTE and SWP (Strong Workforce which will be geared towards CTE students). Once these are aligned, then will be looking at a larger alignment that will be across all initiatives. For each plan, the State Chancellor's Office has prescribed a set of success indicators for the college to report on. Integration Plan will include five over-arching goals that integrate the three initiatives, with part of those five goals are an evaluation plan.

5) **New Business**

None

6) **Standing Reports**

a. PIE Committee Representative Report

1-4

Finalizing Educational Master Plan. Awaiting for District's Strategic Plan (currently being finalized) and the Environmental Scan to be added to the EMP. PIEC is also working on the Fall 2017 Convocation, which will be on the Culture of Action – Progress Report on Institutional Effectiveness (from the eight improvement recommendations from ACCJC, as well as the college's website.

b. Round-table Updates

1-4

Integrated Planning Framework was presented during this year's RP Group conference, upon which the college received an award for.

8) **Open Discussion.**

RSC committee composition was discussed using the current membership list, in particular, to the inquiry regarding voting members. Topic to be revisited during the next RSC meeting.

9) **Adjournment.** The meeting was adjourned at 4:20 p.m.

***San Diego Miramar College Fall 2013–Spring 2020 Strategic Goals:**

1. *Provide educational programs and services that are responsive to change and support student learning and success.*
2. *Deliver educational programs and services in formats and at locations that meet student needs.*
3. *Enhance the college experience for students and the community by providing student-centered programs, services, and activities that celebrate diversity and sustainable practices.*
4. *Develop, strengthen, and sustain beneficial partnerships with educational institutions, business and industry, and our community.*