

Planning and Institutional Effectiveness Committee

Special Meeting for November 16, 2018

10:20 a.m. to 10:45 p.m., L-108

Co-chairs: Daniel Miramontez and Naomi Grisham

MINUTES

Present: D. Miramontez, N. Grisham, P. Hopkins, B. Bell, A. Gonzales, R. Marine, X. Zhang, G. Choe, M. Hart, M. Lopez, D. Sheean, M. Demcho, and K. Buenaventura (proxy for A. Bermodes)

Absent: D. Kapitzke, J. Allen, A. Neff, S. Quis, and S. Okumoto

Guest: M.A. Dao Van

Meeting called to order at 10:23 a.m.

- 1. Approval of Agenda.** Following Brown Act for Special Meetings, 24-hour notice was provided in advance of the meeting to all members. Agenda was moved by B. Bell, seconded by L. Woods, carried to approve agenda of November 16, 2018.
- 2. Review of Minutes for October 26, 2018.** Tabled

<u>*Strategic Goals</u>	<u>Accreditation Standards</u>
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New Business:

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| 1. Student Equity and Achievement Presentation (VPSS).
Tabled. | 1-2 | I.B |
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| 2. Local Goals Alignment (Action Item). | 1-2 | I.B |
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The Local Goals Alignment process will be taken to the last College Executive Committee meeting on Tuesday, November 27, 2018, as an item. At this CEC meeting, PIEC's recommendation will be presented and request will be made to move this item forward. This is to certify a process to align what the College and District has done, and what the State is asking for. From CEC, PIEC Co-Chairs will then present this to the Academic Senate, Classified Senate, Associated Student Government, and Managers (constituency groups). The final submission date for this process is December 15, 2018, emphasis on certifying the process, and not the results. If constituency groups are going to offer feedback, PIEC Co-Chairs will address feedback and questions during the session. With requests for change or modification to the process, if significant, recommendation was made to bring this back to PIEC. For the sake of time and getting approval by December 15, 2018, suggestion was made that if change is minimal and does not change the concept to go forward with change. Timeline for this plan will be to take to CEC on November. 27, 2018, Academic Senate on December 4, 2018. Meeting for ASG and Classified Senate to be confirmed. Consensus was reached that If changes are significant, recommend to reconvene PIEC for December 7, 2018. If changes are minor, PIEC Co-Chairs will make updates accordingly and move the process forward. Major and minor changes will brought to CEC for final approval.

Presentation to constituency groups will include copies for reference, to make aware of recommended process - which is coming from the State Chancellor's Office and not from PIEC. All Statewide information will be sent to CEC so that all constituency leads will know what recommended by the State. To take this presentation on the road, it will be introduced that this

process is coming from the State Chancellor’s Office and what was recommended, what PIEC has discussed and recommended (emphasis is on the process, and not the result).

PowerPoint for this Local Goals Alignment process was presented. Addressing how the College developed the priorities for the Local Goals Alignment process are as follows: Mission/Vision addressed by Strategic Plan, Strategic Plan is being measured by indicators and measures, and the benchmarking process (indicators and measures) to know if we are successful.

Benchmarking process came is stated in the College’s Strategic Plan Assessment Scorecard (SPAS), which paved the way to the collegewide priorities (benchmarking process included input from subject matter experts). At last year’s Planning Summit 2018, the Collegewide Priorities was aligned with Vision for Success by the State Chancellor’s Office. These are now aligned with the District’s themes. Next steps will be looking at data, with main college discussion occurring in February-April 2019. Due date to the State Chancellor’s Office is May 2019.

Suggestion was made to add references to the three sections (Mission/Vision, Strategic Plan, and SPAS), on when these were approved by CEC. There was a concern with term regarding Student Success Metrics. New term will need additional explanation – to back track and state that this was previously Simplified Metrics (both are the same concept). Currently, the Student Success Metrics website is unreliable at this point due to validation from our college, sister colleges, District, and other state colleges, which found huge discrepancies with the data (e.g., headcount and enrollment). Disaggregation portion of this data may not be reliable until February 2019. After an extended discussion about this topic, it was clarified that explanation about Student Success Metrics will be made and how it used to be known as Simplified Metrics (not two separate data points, the same). As for making adjustments to alignment to ensure they are measurable with a specified timeline for improvement, suggestion was add “as needed” to address if there are any adjustments or not (to make adjustments as needed). Suggestion was also made to recognize the credit portion of the priorities, themes, and goals be included in dialogue in February 2019. Also suggested to include District deadline prior to State Chancellor’s Office deadline.

The process for sharing the Local Goals Alignment with campus constituency groups (with adjustments discussed) was made by B. Bell, seconded by G. Choe, and moved to approve.

Old Business:

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| 1. <u>PIEC Committee Review.</u>
Tabled. | 1-2 | I.B |
| 2. <u>Collegewide Planning Summit 2019.</u>
Tabled. | 1-2 | I.B |
| 3. <u>Outcomes Assessment and Unit Level Planning.</u>
Tabled. | 1-2 | I.B |
| 4. <u>Update to Operational Plans.</u>
Tabled. | 1-4 | I.B |
| 5. <u>SER Action Plans/QFE Updates</u> | 1-3 | I.B |

Tabled.

Reports/Other:

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| 1. <u>Budget and Resource Development Subcommittee (BRDS)</u> | 1.2 & 2.3 | I.B, III.D |
| Tabled. | | |
| 2. <u>Research Subcommittee (RSC)</u> | 1.1, 2.1, 4.1 | I.B |
| Tabled. | | |
| 3. <u>Informational Items</u> | 1-4 | |
| Tabled. | | |

Next Scheduled Meeting: Next meeting will be held on December 14, 2018.

Adjournment: Meeting was adjourned at 10:50 p.m. by N. Grisham and D. Miramontez.

****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.*