

Planning and Institutional Effectiveness Committee

February 22, 2019

10:30 a.m. to 12:30 p.m., L-108

Co-chairs: Daniel Miramontez and Naomi Grisham

MINUTES

Present: D. Miramontez, N. Grisham, P. Hopkins (proxy B. Gamboa), B. Bell (proxy D. Kapitzke), A. Gonzales, D. Kapitzke, R. Marine, X. Zhang, S. Quis, G. Choe (proxy M. Brown), M. Hart, and D. Sheean

Absent: J. Allen, A. Neff, S. Okumoto, M. Lopez, M. Demcho, M. Patel, and A. Bermodes

Meeting called to order at 10:35 a.m.

1. **Approval of Agenda.** Agenda was moved by S. Quis, seconded by M. Hart, carried to approve agenda of February 22, 2019.
2. **Review of Minutes for February 8, 2019.** Forthcoming.

*Strategic Goals Accreditation Standards

New Business:

1. None.

Old Business:

1. **2019-20 Annual Planning Calendar.** 1-2 I.B
Currently being reviewed by responsible parties. Draft will be presented at next PIEC meeting.
2. **Local Goals Alignment Game Plan.** 1-2 I.B
PIEC Co-chairs has been leading the charge with the Local Goals Alignment and have been meeting with the various constituency leaders. This has gone to CEC with most constituencies moving forward with plan, with an exception of Academic Senate. In the December 2018 Academic Senate meeting, dialogue about this plan was provided in regards to the college priorities, mission statement, strategic plan indicators (and how benchmarked) ... which was passed through Academic Senate. However, when plan was presented following the same method as the dialogue, Academic Senate did not pass this through. There was a complaint of benchmarking (and how we could get there). The confusion with Academic Senate was with the benchmarking process, with the strategies on how to get to the benchmark (concern that benchmark was not aspirational). The college's Strategic Plan Assessment Scorecard (SPAS) was presented and explained (priorities, as well as benchmarks which are aspirational goals until the end of the strategic plan), and that data can sustain the current success or address improvement. Issue was that the Academic Senate was not aware of the college's SPAS and that the Academic Senate does not know about SPAS to create a dialogue. PIEC Co-chairs to meet with Academic Senate leadership to explain game plan for aspirational benchmarks for the college in order to meet the goals for the CCCCO's Vision for Success. Also, to address concerns in regards to students obtaining their degrees – to provide direction and focus. This benchmarking is being confused with strategies on addressing the goals, versus setting

benchmarks to meet the statewide goals. Basically, the college will be using the same benchmarking process. Facilitation will be needed to disentangle the two tasks of setting the goals, and then, how the college can achieve the goals. Meeting with Academic Senate leadership will include benchmarked data for completion, transfer, units accumulated, Strong Workforce, and Equity – how the numbers work with the goals along with the data to be addressed. Timeline and data will be provided, which will be due to the District Office by April 5, 2019.

3. PIEC Committee Review.

1-2 I.B

Governance Evaluation – 2019. College Governance Committee (CGC) is looking at forming uniform set of criteria to address with each shared governance group. Attempt will be made for CGC to meet this semester, based on Collegiality in Action (CIA) efforts. With CIA, there will be a thorough and comprehensive governance evaluation. Details to follow upon Chancellor’s message.

4. Collegewide Planning Summit 2019.

1-2 I.B

The Collegewide Planning Summit is scheduled for March 15, 2019 in the LLRC Auditorium, L-105 and/or K-107. The whole theme is connecting workforce to our education. Focus will be on providing faculty with tools to intentionally enhance soft-skills for students – taking pieces of what is going on well at our college. Summit will include icebreakers, coffee chat, table dialogues, demonstrations and presentations, as well as student follow-ups. Also, will be highlighting the fact that our college is celebrating 50 years. Recommended table leads will be contacted to include PIEC members (facilitated discussions will be straightforward). Strong Workforce will be in contact with Planning Summit Workgroup in regards to resources. Meeting notes will be sent to PIEC members for informational purposes.

5. Outcomes Assessment and Unit Level Planning.

1-2 I.B

Watermark (previously Taskstream) provided a demonstration. Currently, the college is using the AMS platform, but Watermark will be developing a new platform with hopes to make things easier. Demonstration was provided in regards to new format, as well as receiving inputs regarding pain-points and what works well with the current format - feedback was provided to Watermark. This is outcomes and assessment, but Watermark will need a connection to inform program review, operational planning, and strategic planning. There will be an opportunity to explore other systems and inquiry will be discussed regarding systems that will work well with our planning framework. Opportunity to look at other systems exists, to be discussed at next debrief. Currently, Watermark is a Districtwide contract (three-year extension), with Miramar leading discussion. Three-year extension was decided due to Canvas implementation and due to the Accreditation Mid-term Report. Possible transition will be in 2021. Noted was that this is the last semester for Blackboard and the college will be switching to Canvas in the summer/fall semester. Group that met, which includes leads from all divisions and instructional support will debrief about Watermark and to move forward as needed.

6. Update to Operational Plans.

1-4 I.B

No report.

7. SER Action Plans/QFE Updates

1-3 I.B

PREDD was presented, and ready to be used for Program Review, (by Deans, etc.). Implication of data points, with SPAS for program viability.

Reports/Other:

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| <p>1. <u>Budget and Resource Development Subcommittee (BRDS)</u>
No report.</p> <p>2. <u>Research Subcommittee (RSC)</u>
Next meeting will be in March 11, 2019.</p> <p>3. <u>Informational Items</u>
.</p> | <p>1.2 & 2.3 I.B, III.D</p> <p>1.1, 2.1, 4.1 I.B</p> <p>1-4</p> |
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Next Scheduled Meeting: Next meeting will be held on March 8, 2019.

Adjournment: Meeting was adjourned at 11:28 p.m., motioned by all.

****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.*