

2017-18

San Diego Miramar College  
Research Subcommittee Minutes

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Monday, March 11, 2019  
3:00 p.m. to 4:30 p.m.  
L-107

**Present:** Xi Zhang, Daniel Miramontez, Paulette Hopkins, Marian Edelbrock, Mardi Parelman, Naomi Grisham, and Olga Fryszman.

**Guest:** Elaine Eng

**Call to order:** The meeting was called to order at 3:05 p.m.

**Approve agenda:** Agenda was moved by D. Miramontez, seconded N. Grisham and carried to approve the agenda of March 11, 2019.

**Approval of Minutes:** Meeting Minutes for September 10, 2018 was moved by N. Grisham, seconded by V. Sacro and carried to approve. October 10, 2018 is tabled.

[\\*Strategic Goals](#)      [Accreditation Standards](#)

**Old Business.**

1. None

**New Business.**

1. Benchmark Process

**1-4    I.B, IIA, IIB,  
IIC, IIIC, IVA**

Back in 2015, the college formed a cross constituency workgroup with representation from faculty, administrative, classified, and subject matter expertise. Workgroup looked at the college's four strategic goals and extracted 11 indicators and measured these in order to understand the overall health of the college. These 11 indicators turned into 33 measures. For each indicator, subject-matter experts were consulted. Entire process was documented and benchmarks were created (using mixed-method approach). Five-years of qualitative and quantitative data were produced to show the trend. Data trend was examined, taking into consideration major internal and external impact factors, data comparison to other colleges, assumptions, and considerations. Benchmarking method was created (e.g. 5-year average +.5 Standard Deviation, 5-year average, State mandate, etc.), and the college's Strategic Plan Assessment Scorecard (SPAS) was developed. Back in 2016, this SPAS helped to benchmark two IEPI indicators for CTE and Basic Skills Rate using the same benchmarking methodology. Currently, the college will be benchmarking the goal alignment for Vision for Success and the Annual ACCJC Report (floor and aspirational benchmarks).

For Vision for Success, the college will be setting benchmarking goals, increasing transfer rate by 35% statewide (increase degrees and certificates, and decrease the

disproportionally impacted students). Clarification was made that the 35% increase is statewide and the college will only have to contribute to overall increase, not benchmark 35%. Discussion was brought to constituency groups and entrusted Research Subcommittee to generate the data and forward recommendations to constituency groups. In last year's Planning Summit, topic included Vision for Success and that it aligned closely with priorities identified in our college's SPAS. Using the same benchmarking process identified, benchmarks can be recommended. Caution was made that the data used for Vision for Success was pulled from the Student Success Metrics Dashboard (was previously Simplified Metrics). This is the data populated from the State, not the college's internal data. Data populated from the State may change depending on the parameter's shift in the reporting structure from the State. Applying the SPAS benchmarking methodology, benchmarks generated are modest and conservative. For Units Accumulation indicators, this is new, which decreases the number of wasted units for students. Academic Senate was to send workgroup to meet with RSC, but there were scheduling conflicts. Recommendation was for RSC work on the numbers and send findings to Academic Senate. Workforce Indicators will be farmed out to Career Education Dean, Department Chairs, and Program Leads. Motion was made by X. Zhang to approve benchmark process for Completion Indicator, Transfer Indicator, and Unit Accumulation Indicators and farming out to subject-matter experts (to include RSC as a resource) Workforce Indicators, and Equity Indicators, seconded by P Hopkins, and moved to approve.

For the ACCJC Annual Report, the college's internal data will be used. There will be two types of benchmarks - floor benchmarks cannot fall beneath your planning cycle. Aspirational benchmarks are five years + .5 Standard Deviation. There are four indicators to include Annual Course Completion Rates, Certificates, Degrees, and Transfers. Floor benchmarks were pulled directly from the college's SPAS.

Motion was made for moving forward RSC's benchmarking recommendations for the ACCJC Annual Report (four indicators) by X. Zhang, seconded by D. Miramontez, and was moved for approval

**Standing Reports.**

- 1. PIE Committee Representative Report 1-4  
Tabled.
- 2. Round-table Updates 1-4  
Tabled.

**Open Discussion.**

**Next Scheduled Meeting.** April 8, 2019

**Adjournment.** Meeting was adjourned at 4:40 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.*