

Planning and Institutional Effectiveness Committee

February 28, 2020

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

Co-chairs: Daniel Miramontez and Co-chair Dennis Sheean

MINUTES

Present: D. Miramontez, D. Sheean, P. Hopkins, A. Neff, X. Zhang, S. Quis, B. Clarke (proxy for M. Demcho and M. Patel), G. Choe, and M. Hart

Absent: B. Bell, A. Gonzales, D. Kapitzke, R. Marine, S. Young, S. Haddad, M. Lopez, L. Brewster, L. Clarke, and S. Okumoto

Meeting called to order at 10:37 a.m.

1. **Approval of Agenda.** Agenda was moved by S. Quis, seconded by A. Neff, and carried to approve. Abstain by A. Watt.
2. **Review of Minutes for December 13, 2019.** Minutes was moved by S. Quis, seconded by M. Hart, and carried to approve. Abstain by A. Watt.

*Strategic Goals Accreditation Standards

New Business:

1. **2020-21 Annual Planning Calendar.** 1-2 I.B
Annual Planning Calendar will be up for review for 2020-21. Line items will be sent out to responsible parties for review. Once feedback is received, updates will be made and draft will be sent out to constituencies for feedback and final approval. College Annual Planning Cycle timeline was discussed, with Research Office reviewing the need to continue having the Research Agenda due to implementation of the PREDD .and will report back to PIEC. This process will begin week.

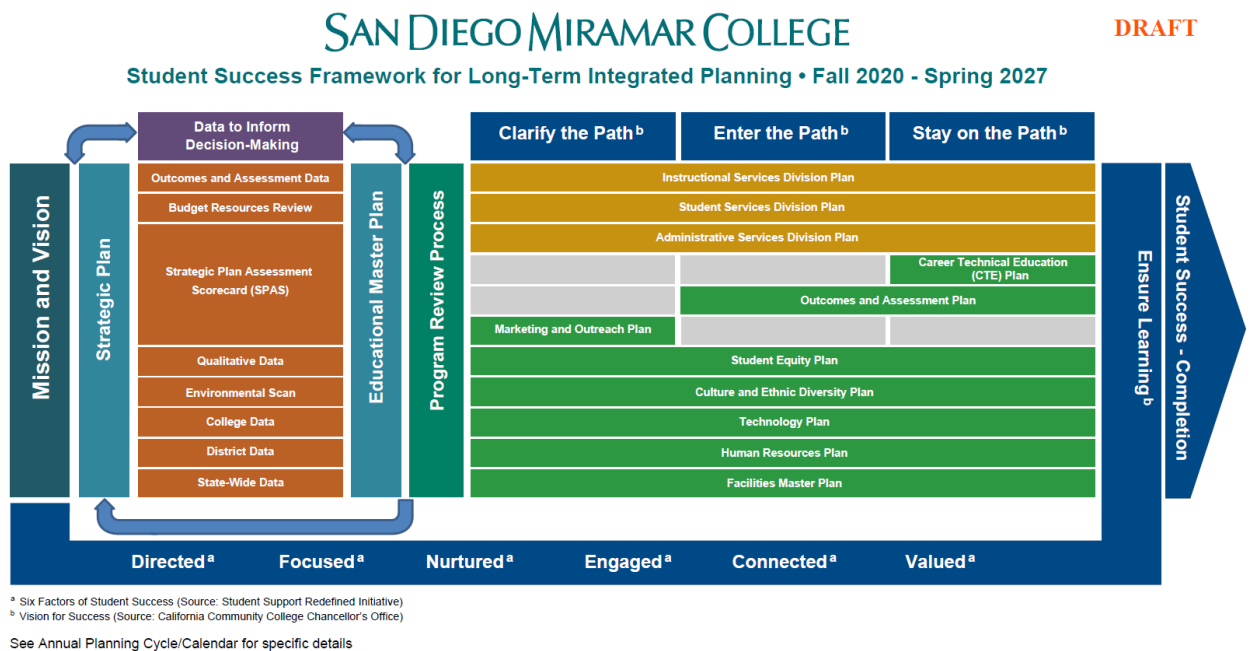
Old Business:

1. **SPAS – Progress on Meeting Strategic Goals.** 1-4 I.B
Progress on meeting Strategic Goals was updated February 3, 2020. Constituency groups are reviewing data to close in the loop. College has met three of its six collegewide priorities and discussion has occurred in PIEC in regards to Key Performance Indicators (KPIs)/metrics. SPAS was presented to Academic Senate and is agreement with progress being made. As well, it was presented to the Associated Student Government (ASG) with no feedback at this time. Will be presenting to Classified Senate at their next meeting. A few metrics were sent to content experts for review and their recommendations were returned back. Articulation agreement recommendation was provided by Articulation Officer which is keeping the metric at this time, but will be updated at a later time when more germane information is available. Will need richer discussion that will have a quantifiable measurement for articulation. Feedback was also received for Career Technical Education Metric. Metric was achieved, but may be outdated. Recommendation from BTCWI is to use Career Education students who earned degrees, awards, and/or apprenticeships journey status with the source of CALPASS Launch Board. For Resources - Work Experience, recommendation was made by Career Education to keep current metric until Work-based Learning Participation data element is implemented. PIEC supports these recommendations. Outstanding metrics requiring feedback, once received, will be reported back to PIEC.

2. Strategic Planning.

1-4 I.B

Proposed Strategic Goals is being reviewed by Academic Senate. Will go to Classified Senate and Management Team. ASG provided feedback from students. Overall, goals were approved with an exception to Goal 1. Recommend a more specific term to “Pathways”. Conversation will continue with more clarification on what is being requested. Comment was made by ASG to create a 5th goal for environmental sustainability. After discussion, PIEC mentions that environmental sustainability is already captured in the college’s Mission and Vision statement. Goal 4 was updated to read: 4) Relationship Cultivation - Build and sustain a college culture that strengthens participatory governance, diversity, inclusion, and community partnerships. Strategic Direction under each Goals were reviewed and discussed. For Relationship Cultivation, will need direction specific on governance, diversity, and inclusion. Updates made will be sent to PIEC for review and provide feedback, which will be included to create a final draft. As well, the draft Student Success Framework was previewed with the following updates:



Emphasis is on the Program Review Process as one of the drivers for short-term planning, which informs our long-term Strategic Plan. From workshop put on by the Statewide Academic Senate in collaboration with ACCJC, there will be a revision of the accreditation standards in the near future. Focus on workshop is taking Guided Pathways and writing to the accreditation standards. Basically, work being done with Guided Pathways can inform all standards being reported on for accreditation. This is work already being done by our college. Proposed Strategic Goals and Directions, along with the updated planning framework will be sent out to PIEC for feedback and to be discussed and finalized at next PIEC meeting. Furthermore, at next PIEC meeting, new proposal for Key Performance Indicators (KPI) will be discussed.

3. Planning Summit 2020 – Guided Pathways.

1-4 I.B

Workgroup has been working diligently. Agenda was presented which includes student testimonials. Will be working on areas of interest (i.e., meta-majors/academic clusters/buckets) that lead to career exploration. Take away message from this planning summit will be from constituency groups and what tools to consider for student success. Planning Summit will be held on Friday, March 13, 2020 from 9 a.m. to 2 p.m.

4. Update to Main/Operational Plans.

1-4 I.B

Plans were reviewed and updates were made accordingly:

Main Plans					
Plan Name	Cycle	Adopted	Sunsets	Status	Notes:
Strategic Plan	7 years	Fall 2013	Spring 2020	Current	PIEC currently working on Strategic Plan 2020 Fall 2020-Spring 2021
Educational Master Plan	7 years	Fall 2014	Spring 2021	Current	Received CEC Approval on 10/24/17
Three Division Plans	6 years	Fall 2014	Spring 2020	Current	Updates added to website over summer 2018

Operational Plans					
Plan Name	Cycle	Adopted	Sunsets	Status	Notes:
HR	6 years	Fall 2012	Spring 2018	Outdated	College request that District Strat Committee create a HR Districtwide Plan. This was requested at the 9/20/19 meeting. Request was re-stated at the 11/15/19 meeting.
Technology	3 years	Fall 2017	Spring 2020	Current	Technology Committee currently working on Tech Plan 3.0 Upgrade
Marketing & Outreach	6 years	Fall 2014	Spring 2020	Current	Marketing and Outreach is working on this plan per their 11/6/19 committee agenda
SSSP	2 years	Fall 2017	Spring 2019	Current/Integration Plan	Received CEC approval on 10/10/17. State no longer requires Integrated Plan. SSSP is now a component of SEAP
Student Equity	3 years	Fall 2019	Spring 2022	Current	Pending CEC approval on 5/14/19. SEP is component of SEAP.
Basic Skills	2 years	Fall 2017	Spring 2019	Current/Integration Plan	Received CEC approval on 10/10/17. State no longer requires Integrated Plan. BSI is now a component of SEAP
CTE	1 year	Fall 2019	Spring 2020	Current	New CTE plan will integrate Perkins with SWP - will be finished fall 2019
Outcomes & Assessment	3 years	Fall 2018	Spring 2021	Current	Added to website over summer 2018
Cultural and Ethnic Diversity	6 years	Fall 2014	Spring 2020	Current	DIEC is working on this plan per their 12/6/19 committee agenda
Facilities Master Plan	Ongoing	Ongoing	Ongoing	Current	Facilities Committee in the process of forming a taskforce to develop plan during spring 2020

Considerations To Date for Strategic Planning Fall 2019: Vision for Success, Guided Pathways, and Student Equity and Achievement Program

Will review Marketing plan status on next PIEC meeting.

5. SER Action Plans/QFE Updates

1-3 I.B

Quality Focus Essay projects are in process - being written for the ACCJC mid-term report. Outcomes Assessment is going to be concentrating on instructional projects, as well as contributing to the college's mid-term report. Institutional Effectiveness updates were mainly Collegiality in Action topics.

Reports/Other:

1. Budget and Resource Development Subcommittee (BRDS)

None.

2. Research Subcommittee (RSC).

1.1, 2.1, 4.1 I.B

None.

3. District Strategic Planning Committee.

1-2 I.B

None.

4. Informational Items

1-4

College Governance Handbook (Draft) is currently being reviewed. Committee charge was discussed and previewed. PIEC will need to review and provide feedback.

Next Scheduled Meeting: Next meeting will be March 27, 2020.

Adjournment: Meeting was adjourned at 12:26 p.m.

<p>*San Diego Miramar College Fall 2013–Spring 2020 Strategic Goals:</p> <ol style="list-style-type: none"> 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.
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