



Planning and Institutional Effectiveness Committee

Co-chairs: Gerald Ramsey and Daphne Figueroa

November 22, 2013

APPROVED 02/07/14

MINUTES

Present: G. Ramsey, B. Bell, L. Ornelas (for P. Hopkins), D. Kapitzke, G. Choe, S. Okumoto, D. Figueroa, M. Lopez, D. Short, E. Ledbetter

Absent: A. Jacobson, P. Hopkins, J. Allen, D. Gutowski, S. Trevisan, D. Miramontez, M. Guevarra, D. Sheean, L. Hahn

Guests: B. Haidar

Call to Order: The meeting was called to order at 10.38 a.m. by D. Figueroa.

1. Approval of Agenda. It was moved, seconded and carried to approve the agenda of November 22, 2013.
2. Review of draft minutes of November 15, 2013. Small corrections were made to the minutes, and it was moved, seconded and carried to approve the minutes of November 15, 2013.

*Strategic Goals

Old Business:

3. College-wide retreat - update. **5.1 & 5.4**
It was agreed by consensus to invite M. Lopez, M. Manasse, D. Miramontez, N. Grisham and M. McMahon to participate in the morning panel with the students.
4. Completion of the Fall 2013 - Spring 2019 Strategic Plan. **5.1 & 5.3**
An updated draft of the Strategic Plan which incorporated changes agreed to at the last PIEC meeting was presented and discussed, and a few minor edits were made, consisting of typos and small formatting changes only. It was moved, seconded and carried to accept the document with the small edits made today. K. Todd will implement the format changes and provide the updated draft to the committee today so it can be forwarded to the constituency leaders.

New Business: None.

Reports/Other:

5. Budget and Resource Development Subcommittee (BRDS). 5.1 & 5.2

S. Okumoto reported that BRDS:

- Nominated D. Buser as committee co-chair;
- Is considering how to distribute IELM funds in the future; and
- Is considering whether to amend the BRDS handbook to add an administrative co-chair.

6. Research Subcommittee (RSC). 5.1 & 5.3

No report.

Adjournment: The meeting was adjourned at 11:04 a.m.

K. Todd, Reporter

****San Diego Miramar College 2007–2013 Strategic Goal 5: Refine the college's integrated planning process.***

5.1 Improve and strengthen the integrated college planning process driven by the college's Strategic Plan. This efficient and accountable process facilitates transparent college wide planning, budgeting and resource allocation.

5.2 Develop a process for evaluating and responding to alternate sources of funding.

5.3 Strengthen coordination with the District to maintain equitable, courteous and quality service delivery to students, especially during state and local budget crises, and preparedness for unexpected catastrophic events.

5.4 Continue to refine the college participatory governance structure processes and activities to align with the formalized integrated college planning process.