



Planning and Institutional Effectiveness Committee

April 10, 2015

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

Co-chairs: Daniel Miramontez and Daphne Figueroa

MINUTES

Present: R. Bennie, B. Bell, G. Ramsey , D. Miramontez, J. Allen, D. Gutowski, S. Quis, D. Buser
(Faculty Co-Chair for D. Figueroa), M. Lopez

Absent: D. Kapitzke, D. Figueroa, M. Guevarra, D. Sheean

Guest: X. Zhang

Call to Order: The meeting was called to order at 10:35 a.m. by D. Miramontez

1. Approval of Agenda. It was moved by D. Gutowski, seconded by J. Allen and carried to approve the agenda of April 10, 2015.
2. Review of minutes from March 27, 2015. Minutes was moved by D. Gutowski, seconded by B. Bell, and carried to approve minutes of March 27, 2015.

Old Business:

*Strategic Goals

1-4

1. College-wide Planning Summit Wrap-up. Theme analysis from summit was discussed. Three questions analyzed; Q1. Based on the Alumni panel, what aspects of strategic enrollment management and instructional support does Miramar College do well to support degree completion, Q2. Based on the Classified Staff panel, what aspects of strategic enrollment management and instructional support does Miramar College do well to support degree completion, and Q3. Based on your knowledge and/or experiences, what aspects of strategic enrollment management and instructional support does Miramar College do well to support degree completion. Predominating themes were categorized into Communication and Relationship Building, Instruction, Student Services, Administrative Services. Themes informed what is perceived and what Miramar College does well in supporting student completion. Suggestion was made to update Scholarships/Financial Aid to clarify that this is about monetary support and not scholarly support. Fourth question on where the college could improve will be discussed in the next PIEC meeting. Next level will be a micro analysis on action plan which tie each theme back into our planning framework as it relates to the various phases of the Loss/Momentum Framework. Themes will then be disaggregated into the 8 Principles of Redesign, for clearer pathways and help to develop action plans. Last year, the focus was

on three Divisional plans and the Ed master plan. With this analysis, we'll be able to take each action plans and map them to our operational plan. Concern was raised that if the framework, which is used to feed and frame information, is not understood holistically (how it links together), then it will have less value. After an extensive discussion, a suggestion was made to create a crosswalk among all three concepts (Loss/Momentum Framework, Six Factors of Student Success, and Eight Principles of Redesign) with the Loss/Momentum Framework as the anchor, and then to categorize the concepts into the individual phases. Crosswalk to be created by Office of Planning, Research and Institutional Effectiveness and then to be reviewed by PIESC. This will show how everything links together for connectivity, and to continue dialogue. The connection has to be up-front, practical, immediate, and targeted. The goal is to bridge quantitative with qualitative data.

2. Develop/Update 2015-16 Planning Calendar (Spring 2015 item). Recommendation was to add President's Office to act as a fourth division (to include Library and Technology, and PIO). From D. Miramontez meeting with President, President Hsieh recommends to include President's Office, but not as a fourth division. Update made to change wording to "Division/President's Office". For program review process, the President's Office is responsible for the units (includes Library and Technology, and PIO), but is not responsible for program review of the President's Office. When President's Office is stated, this will be for the representation of the PIO and Library and Technology portion of PRIELT. Motion to approve draft calendar by B. Bell, second by D. Gutowski moved to approve the planning calendar and forward to constituencies.
3. Strategic Plan Assessment Workgroup Update. Translating benchmarks into the balanced scorecard. Nothing specific to bring to PIEC at this point.
4. PIE Committee and Accreditation. No report at this time. There will be an ACCJC Accreditation Standards Symposium on April 22-23, 2015, to be attended by D. Miramontez and L. Woods. An Accreditation update meeting is scheduled for May 1, 2015.
5. Institutional Effectiveness Partnership Initiative. Framework of 18 Indicators had been formally approved by CEC and has went out to constituencies as an FYI item, along with four goals indicated for student successful course completion, accreditation status, fiscal fund balance, and audit findings. At this point, Office of PRIE will go into State Chancellor's website to input data. D. Figueroa went to State Plenary, attending session on IEPI. It was reported that there is a June 15 deadline and Miramar College is ahead of curve with our planning efforts. Next year, we will be asked to set goals for all 18 indicators and measures. Goals are all set with the exception of the Remediation Rate. Will take this indicator back to Strategic Planning Workgroup and come up with benchmark, which will be presented to

PIEC. What we don't have in our Strat Plan Assessment are six fiscal indicators. Since campus is not responsible for these six fiscal indicators, a recommendation was made that items be sent forward to District's Vice Chancellor of Business and Finance for benchmarking. The campus contributes, but does not collect and report. District will need to set the goals. CEC has approved the 18 indicators by consensus.

New Business:

1. None.

Reports/Other:

1. Budget and Resource Development Subcommittee (BRDS). 1.2-2.3
Meeting on Friday, April 17, 2015.
2. Research Subcommittee (RSC). 1.1, 2.1, & 4.1
Meeting on Monday, April 13, 2015. RSC will be having Chair election for Fall 2015 and is working on Institutional Research Website draft.
3. Informational Items.
None.

Adjournment: The meeting was adjourned at 11:52 p.m.

The next PIEC meeting is on Friday, April 24, 2015 from 10:30am-12:30pm in Room L-108.

****San Diego Miramar College Fall 2013–Spring 2019 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.*