



Planning and Institutional Effectiveness Committee

October 9, 2015

9:30 a.m. -11:00 p.m., Rm. L-108

Co-chairs: Daniel Miramontez and Daphne Figueroa

MINUTES

Present: B. Bell, D. Miramontez, D. Kapitzke, S. Quis, X. Zhang, D. Buser (Proxy for D. Figueroa), M. Hart, M. Lopez, C. Gilley, P. Hopkins, G. Ramsey

Absent: J. Allen, D. Gutowski, M. Guevarra, D. Figueroa, D. Sheean, L. Murphy, C. Somvilay

Guest:

Call to Order: The meeting was called to order at 9:37 a.m. by D. Miramontez.

1. Approval of Agenda. Agenda was moved by D. Buser, seconded by M. Lopez and carried to approve the agenda of October 9, 2015.
2. Review of Minutes from September 25, 2015. Minutes for September 25, 2015 was approved by D. Buser, and seconded by M. Lopez.

Old Business:

*Strategic Goals

1-4

1. Institutional Effectiveness Partnership Initiative (IEPI) Taskforce Update. Site visit on October 16, 2015, schedule was shared. There will be a PRT phone conference on October 12, 2015. This one hour conversation will include questions brought by IEPI Taskforce. Site visit schedule may change based on feedback from this phone conference.
2. Strategic Plan Assessment Scorecard Workgroup (SPAS) Update. Final look of Scorecard was previewed. Student life was infused in Scorecard from PIO Office. Feedback from workgroup: Questions, crosswalk pictures leave as is for space filler. Leave pictures as it stands. Once approved in PIEC, take to small group first for discussion (showing methodology, process, criteria used, end product, and implementation plan), get more input, and then provide to larger constituency groups. Recommendation was that numbers were to be faded, so that it is not too bold. Suggestion was made to emphasize that this scorecard is not from the Statewide Scorecard, it was developed by Miramar College for Miramar College. Scorecard to be showcased during Planning Summit. SPAS Workgroup is working on recommendations on responsible parties, which will be brought back to PIEC for further discussion on how to implement SPAS and close-out our benchmarks. This will be the second part of action planning and implementation. Motion to approve with amended changes by G. Ramsey, seconded by B. Bell.
3. ISLO Assessment. ISLO Assessment Summary presentation was previewed and discussed. Looking at ISLO survey and ISLO mapping in Taskstream. Presentation is a gap analysis

between survey results and Taskstream. This is the first time ISLO is measured through a survey. The four ISLOs map comprehensively to the three divisions of the campus. Gap analysis focus on the student experience, which provides a comprehensive look of outcomes assessment. Gap analysis allows for focus points of discussion.

4. 2016 Planning Summit/Fall 2015 Convocation Wrap-up. Planning Summit Workgroup met, date will be set for March 11, 2016 - a continuation from Roadmap to Student Success, showing continuity from Fall 2015 Convocation and the mid-point of our planning efforts. The theme will be a review of integrated planning efforts using a triangulation approach from the student experience. Triangulation approach will consist of: a. Quantitative data-Strategic Plan Assessment Scorecard is the mid-term review of our Strategic Plan, b. assessment data-ISLO gap analysis between ISLO survey results and ISLO mapping in Taskstream, and c. Qualitative Data-Analysis of the student experience from Fall 2015 Convocation. This allows us to see where the holes are and our integrated planning efforts for student success. Working title for summit is: Moving Forward: A Mid-Cycle Review (Integrated Planning for Student Success) - suggestion was made for a hook title. Planning Summit Workgroup to move forward with flushing out details of summit.
5. Review PIEC Goals, Procedures, and Membership. Going to College Governance next week. Discussion for forming Outcomes Assessment Subcommittee will be held until next meeting.

New Business:

1. 2016-17 Planning Calendar. Placeholder.

Reports/Other:

1. Budget and Resource Development Subcommittee (BRDS). **1.2-2.3**
Currently in the process of RFF prioritization. Everything will start on October 16, 2015 to Nov. 6, 2015 to work out the total prioritization. Process (brought forward last meeting) was brought to constituency level. Recommendation from PIEC and BRDS have been sent to Academic, Classified, and Managers to comment on allocations.
2. Research Subcommittee (RSC). **1.1, 2.1, & 4.1**
First meeting is next Monday, with focus on Collegewide Research Agenda.
3. Informational Items.
New PIEC member, Mary Hart, appointed by M. McMahon. Academic Senate Rep, C. Gilley

Adjournment: The meeting was adjourned at 10:50 p.m.

The next PIEC meeting is scheduled October 23, 2015, with time change of 10:30 a.m. to 12:30 p.m.

***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.*