

Monday, October 10, 2016
3:00 p.m. to 4:30 p.m.
L-107

Members Present: Xi Zhang (Chair), Gerald Ramsey, Paulette Hopkins, Naomi Grisham, Daniel Miramontez, Val Sacro, Patricia Hunter, Laura Pecenco, Dawn Diskin, Kyung Ae Jun, and Marian Edelbrock,

Members Absent: Brett Bell, Fred Garces, Steve Quis, and Joseph Hankinson

- 1) **Call to order:** The meeting was called to order at 3:05 p.m. by X. Zhang
- 2) **Approve agenda:** Agenda was moved by N. Grisham, seconded by P. Hunter, and carried to approve the agenda of October 10, 2016.
- 3) **Approval of Minutes:** Minutes from September 12, 2016 was moved by N. Grisham, seconded by D. Miramontez, and carried to approve.

***Strategic Goals**

4) **Old Business**

- a. Update - Ad-hoc Research Request Form and Process **1-3**
This form updated with feedback from previous meeting. Direct Links provided to the Colleges' Planning webpage. Further discussion brought forward with updated/new links added and grammar and punctuation corrections. Motion made to approve form (with necessary changes reviewed by RSC members), forward to PIEC by D. Miramontez, and seconded by N. Grisham.
- b. Update - GPDS Form **1-3**
Last meeting, GPDS form was approved with suggested changes. GPDS Form was updated and mailed out to RSC members for final review. No other feedback received. GPDS form is formally finalized and approved. Will be forwarded to PIEC for review.

5) **New Business**

- a. Review of 2014-17 Environmental Scan Report **1-4**
Discussion opened to the understanding, purpose, and function of the Environmental Scan Report. Updated information from the Environmental Scan Report will feed into the Colleges' Educational Master Plan. Upon review of sections and structure of the 2014-17 Environmental Scan Report, including total population and subpopulation, age, employment, external factors, educational information, student demographics, employment, reviewing of trends, transfer, data availability, and current/future change, suggestion to keep current structure and making less generic and more specialized. Sections to be expanded upon that are more specific, using content expertise, making Environmental Scan Report more useful for colleges' needs in serving students and to reflect most current trends.

- b. RSC Evaluation with College Governance 1-4
Evaluation form will be populated with last year's RSC minutes for fall 2015 and spring 2016.

6) **Standing Reports**

- a. PIE Committee Representative Report 1-4
PIEC will be meeting about the mid-cycle review of the Educational Master Plan, IEPI, Operational Plan and integration of Basic Skills.

- b. Round-table Updates from the Fields 1-4
Conference which talked about non-cognitive factors was discussed. Research Request will be submitted. SSSP monthly data is now being shared and will be distributed.

8) **Open Discussion.**

None.

- 9) **Adjournment.** The meeting was adjourned at 4:34 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.*