San Diego Miramar College
Research Subcommittee Minutes

2017-18

Monday, September 11, 2017
3:00 p.m. to 4:30 p.m.
L-107

Present: Xi Zhang (Chair), Daniel Miramontez, Paulette Hopkins, Marian Edelbrock, Laura Pecenco, Mardi Parelman, Mona Patel, Naomi Grisham, Olga Fryszman, Kim Teston, and Linda Lee

Call to order: The meeting was called to order at 3:13 p.m. by X. Zhang

Approve agenda: Agenda was moved by N. Grisham, seconded by P. Hopkins, and carried to approve the agenda of September 11, 2017.

Approval of Minutes: Minutes was moved by D. Miramontez, seconded by N. Grisham, and carried to approve the minutes for May 08, 2017.

New Business.

		*Strategic Goals	Accreditation Standards
1.	2017-2020 Collegewide Research Agenda	**1-4**	**I.B, IIA, IIB, IIC, IIIC, IVA**

Proposal was put forward for the Collegewide Research Agenda to become a three-year report from Fall 2017 to Spring 2020 with annual updates aligning with the reporting cycle of the Strategic Plan, Environmental Scan, and SPAS. Motion was made by D. Miramontez and seconded by N. Grisham and approved to move forward to PIEC.

2.	Analysis of RSC Governance Evaluation	**1-4**	**IB, IVA**

Results of the annual evaluation were presented which included the RSC's accomplishments from the past year, 2016-2017. Suggestion was made to present Research Request procedures during Flex week, and creating a survey addressing the quality of the work being done by the Research Subcommittee (a recommendation to PIEC, to be used as a pilot study). Also suggested was to add information on what projects are ongoing and what projects are still to be done, as well as adding a column containing Outreach (how was idea conveyed to the college). Recommendation is to have RSC have come up with more thought and form regarding this evaluation form update and forward ideas to PIEC - to take baseline evaluation form and adding another layer.

3.	RSC Goals and Memberships	**1-4**	**IB, IVA**

Emphasis for this upcoming year will be to provide data-coaching to consolidate a culture of inquiry.

4.	Goal Setting for 2017-2018	**1-4**	**IB, IVA**

Research Subcommittee Procedures were reviewed. Item 4. Facilitation of

interpreting the data and information and translating evidence into action will be the focus for 2017-2018. Data-coaching will be the main strategy and Program Review data will be used as a pilot. Sample of the current Program Review Data Packet was reviewed, which is very comprehensive, containing information on each program's student characteristics, student outcomes, productivity, and awards conferred. A one-page supplemental data was also reviewed along with samples from other colleges that has established online dashboard/reporting systems that can interactively provide various levels of real-time data. Resources will be spent on constructing a similar dashboard for the college. Together with data coaching, the college can have easy access program review data (narrative and analysis to be conducted by program level content experts). Suggestion was made to conduct workshops for data-coaching to support program review.

Old Business.

1. Update – 2017-2020 Environmental Scan Report **1-4** **I.B**

   Environmental Scan Report was completed, summarizing results in two pages. Draft version will be forwarded to RSC members and constituency groups. Flex workshops will be created focusing on using Environmental Scan data for program review.

2. Update – 2017-2019 SSSP-SEP-BSI Integration Plan **1-4** **IB, IIA, IIC**

   None

3. Update – 2016-2017 Collegewide Research Agenda **1-4** **I.B, IIA, IIB, IIC, IIIC, IVA**

   Document was finalized, moving into a 3-year plan.

Standing Reports.

1. PIE Committee Representative Report **1-4**

   None.

2. Round-table Updates **1-4**

   None.

Open Discussion.

Next Scheduled Meeting. October 9, 2017

Adjournment. The meeting was adjourned at 4:30 p.m.

San Diego Miramar College Fall 2013–Spring 2020 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*