

Planning and Institutional Effectiveness Committee

May 8, 2020, 10:30 a.m. to 12:30 p.m.

<https://cccconfer.zoom.us/j/96297046797>

Co-chairs: Daniel Miramontez and Co-chair Dennis Sheean

MINUTES

Present: D. Miramontez, D. Sheean, P. Hopkins, A. Gonzales, B. Bell, D. Kapitzke, A. Neff, X. Zhang, G. Choe, M. Demcho, M. Patel, and M. Hart

Absent: S. Quis, L. Brewster, R. Marine, S. Haddad, M. Lopez, L. Clarke, S. Young, and S. Okumoto

Visitor: W. Rubic, N. Julian

Meeting called to order at 10:32 a.m.

1. **Approval of Agenda.** Agenda was moved by X. Zhang, seconded by D. Sheean, and carried to approve.
2. **Review of Minutes for April 24, 2020.** Minutes was moved by P. Hopkins, seconded by M. Hart, and carried to approve.

*Strategic Goals Accreditation Standards

New Business:

1. **None.**

Old Business:

1. **2020-21 Annual Planning Calendar.** 1-2 I.B
Update was provided regarding feedback and approval process. Annual Planning calendar is currently on the agenda for all four constituency groups. Comment was made that the Instructional Program Review due date has moved to August 14, which should not affect the dates and the planning cycle.
2. **Strategic Planning.** 1-4 I.B
Strategic Planning will be brought forth to all four constituency groups. Presented will be specified dates, upgraded planning framework, and strategic directions. This will be a discussion item in the last Academic Senate and then in fall, it will return for a first and second reading before finalizing. Key Performance Indicators (KPIs) was sent out after last PIEC meeting. Feedback was presented and discussion was opened. This included conversations occurring with Librarians and Tutoring Center in the Academic Success Center (ASC) and feedback from Professional Development Committee (PDC). Recommendation was made to use terms and language filtered through an equity and diversity lens. To start with data analysis looking into equity gaps, where this is in regards to professional development, and finally leading to the analysis of achievement equity gaps – which speaks to student experiences. Motion was made by A. Gonzales to move forward with KPIs and metrics with added changes and go through the governance approval process, seconded by B. Bell, and moved to constituencies for feedback and approval in fall 2020.
3. **Update to Main/Operational Plans.** 1-4 I.B
Once PIEC returns in fall 2020, will be switching gears (now that we've completed our Strategic Planning Process) to our Educational Master Plan. Note was made that current Facilities Plan will stay in place. Currently in the process of creating a new Facilities Master Plan.

4. SER Action Plans/QFE Updates

1-3 I.B

Current grid is frozen and has been translated into the mid-term report.

Reports/Other:

1. Budget and Resource Development Subcommittee (BRDS)

BRDS unfortunately has ground to a halt. Expected was the Campus Allocation Model (CAM), which has not occurred yet. Once document is received, communication process will be restarted. Currently, California is in both a financial and public health crisis. Between these two crises, reports from the State of California Department of Finance states that these problems are significant. The State of California will be adjusting its normal budget processes which will affect the California Community College budget development. Once more concrete information is provided, findings will be presented. Open forum will be provided to communicate effectively and appropriately. Miramar College is prepared and has a high-level of confidence in our college's planning practices.

2. Research Subcommittee (RSC).

1.1, 2.1, 4.1 I.B

None.

3. District Strategic Planning Committee.

1-2 I.B

District discussed its strategic plan development and implementation process along with a draft timeline and new model depicting how the planning process works. This is a four year strategic plan process and evaluation cycle. Also presented was District's Environmental Scan, but changes and updates will be made due to current COVID situation. Recommendation was made to collaborate with District for college specific data. This report will be forwarded to PIEC members, but to note that updates will be made in the fall.

4. Informational Items

1-4

None.

Next Scheduled Meeting: Fall 2020.

Adjournment: Meeting was adjourned at 11:40 a.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.*