



Planning and Institutional Effectiveness Committee

May 22, 2015

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

Co-chairs: Daniel Miramontez and Daphne Figueroa

MINUTES

Present: D. Miramontez, D. Figueroa, R. Bennie, B. Bell, S. Quis, D. Buser, M. Lopez, D. Sheean, D. Gutowski,

Absent: G. Ramsey, D. Kapitzke, J. Allen, M. Guevarra, E. Ledbetter

Guest: X. Zhang

Call to Order: The meeting was called to order at 10:36 a.m. by D. Miramontez.

1. Approval of Agenda. It was moved by B. Bell, seconded by D. Gutowski and carried to approve the agenda of May 22, 2015.
2. Review of minutes from April 24, 2015 and May 8, 2015. It was moved by D. Buser, seconded by B. Bell and carried to approve both meeting minutes.

Old Business:

*Strategic Goals

1-4

1. 2015 Convocation (Student Success Dialogue). To be held on Thursday, August 20, 2015, 8:30am to 12pm. Finalized theme and topic, "What is your role in the student experience?" to be held in the LLRC Auditorium and rear courtyard, with an inverted classroom approach - which focuses on dialogue this time around. Four parts to convocation, consisting of brief introduction (Loss Momentum Framework and student experience), breakout sessions, report-out, and wrap-up. Guiding question for Convocation is, "How do we as a college strategically respond to the student experience?" taking us back to basics, which will structure the dialogue and break-out session. Each table will have a data packet with qualitative themes within the four phases of LMF. Report-out will be unique to each student journey (which will be structured during small-group dialogue) and the specific role each individual plays within the student's journey. Need to emphasize, for individuals in group, that this is the unique role each individual plays within the student journey versus a generic departmental response, to make it very personalized and focusing on the student. To narrow the focus/discussion, homework will be sent out ahead of time in effort to make the Convocation discussion in breakout session easier (be prepared, and details to be sent out prior to). Logistics on convocation will be discussed with facilitators on Tuesday, May 22, 2015. After report-out, discussion will be tied-back to college Road Map to Student Success, showing continuous quality improvement. This will be a quick/little report to highlight evidence. Question was asked

asking if there were data regarding the increase of degrees/certificates and the increase of student population. Discussion was carried regarding this topic.

2. Strategic Plan Assessment Workgroup Update. Updates from previous meeting were discussed and reviewed regarding Scorecard. Formal approval requested to forward to constituencies in Fall 2015 as and FYI item so that constituencies could understand how benchmarking process was done, how it occurred, the purpose, and how it shows the health of institution, as well as how to create action plans. Suggestion was made to have Daniel, Daphne, and Xi to present Scorecard to each group so that answers (in detail) could be made. Also suggested was for Scorecard to be in full format when sent to constituencies. Two part will consist of 1) Presentation to constituencies and 2) Work with Marketing team to clean up format. Recommendation was made that scorecard will need to be presented as a result, as well as an explanation of the result displayed by the Scorecard. In summary, Scorecard to be taken on the road, get recognition of results, tie-up loose ends with the workgroup, package into publication, and then showcase end-product in Spring 2016 Planning Summit, which is the halfway analysis point in our College Strategic Plan. Process to then continue through, not to be closed and filed away. Consensus was made to approve and move plan forward.
3. PIE Committee and Accreditation. No update from District as related to College Integrated Planning. Workgroup for standard I.B. met and currently updating grid, to finish grid following week.
4. Institutional Effectiveness Partnership Initiative. Goals inputted into Chancellors website, now up to District, VC Dowd, to do final report submission to Chancellor's Office. The report has District and institution components, a coordinated effort. Submission is due to the State by June 15, 2015. Recommendation was made to send tickler to VC Dowd and VC Neault on June 8, 2015 (replying to VC Neault's last email).

New Business:

1. None.

Reports/Other:

1. Budget and Resource Development Subcommittee (BRDS). **1.2-2.3**
Received a final tentative budget, which has been converted and sent back to District for approval from Board of Trustees, which will go into June 2015 meeting. Normalized total dollars to FTES and, from an FTES perspective, we are at pre-budget crisis levels of FTES allocation for fall and spring. Focus is on fall and spring allocation to get back to status quo and, then look at summer – this is a very good picture.

2. Research Subcommittee (RSC).

1.1, 2.1, & 4.1

RSC reviewed webpages for Institutional Research website. In summer, RSC will continue to work with Webmaster so that website will be ready for coming fall semester. RSC reviewed adhoc research requests, talked about research needs for whole campus, and will conduct a comprehensive review of the Collegewide Research Agenda so that it captures the current planning structure of the college, with respect to new initiative statewide (IEPI, etc.).

Question was asked if Miramar College has a link to the District Research Committee. Was informed that DRC, has not been meeting, and functions of committee has shifted to focus on IRB requests, focus morphed into committee. C. Hasson interested in re-establishing DRC. Suggestion was made that a Psychology faculty from Miramar to represent IRB. Three items of concerns regarding RSC: 1) Research infrastructure is outdated, needs to be reviewed and updated, 2) Increase in Ad-hoc requests, RPA role is to oversee research function as a supervisor and Ad-hoc requests will be prioritized (by D. Miramontez and RSC), 3) Important for PIEC to be familiar with Multiple Measure Assessment Plan (MMAP) - study from Long Beach Community College conducted study regarding placement results in relation to student High School GPA, found that our current placement structure doesn't yield a decent portion of students being placed into transfer level. They conducted a correlation study, and figured out that HS GPA matters in placement model, and piloted this model into their college. This is now a statewide initiative asking local colleges to pilot and validate model. Our District participated in the pilot study and have had three meetings so far. For the first few meetings, overall initiative was reviewed to have a better understanding on what is being asked. District Research Office has used our local data to validate statistical model, and have found the same findings. With MMAP placement protocol, a higher proportion of students are placed into transfer level. In the coming Fall 2015, each college is going to use 250 students as a piloting sample to implement this new model. College needs to figure out logistics to contribute, to provide feedback to Districtwide model. Miramar College is well represented, providing feedback from Math and English Faculty, as well as RPA. Suggestion was made for a reporter to update Academic Senate as what is being done at the District level.

3. Informational Items. Refer to MMAP above.

Adjournment: The meeting was adjourned at 11:41 p.m.

The next PIEC meeting to be scheduled for Fall 2015.

****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.*