

San Diego Miramar College Research Subcommittee Minutes	2012-13 Approved
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Monday, April 8, 2013
3:00-4:30
President's Conference Room

Members Present: Daniel Miramontez (Chair), Jerry Buckley, Julia Gordon, Trinh Nguyen, Joseph Hankinson, Gerald Ramsey, Naomi Grisham, Sandi Trevisan, and Lawrence Hahn

Members Absent: none

1) **Call to order:** The meeting was called to order at 3:00 p.m. by Daniel Miramontez

2) **Approval of Minutes:** The minutes from 2/11/2013 was approved by consensus

3) **Approve agenda:** The 04/8/2013 agenda was approved by consensus

4) **Old Business**

- a. Update on mission statement and expansion of committee membership request: Daniel Miramontez reported that RSC committee membership and mission statement is going to College Executive Committee (CEC) for final shared governance approval on 4/9/13.

5) **New Business**

- b. Review and prioritize new ad hoc requests: Daniel Miramontez shared a new ad hoc request regarding Supplemental Instruction which was submitted by Daphne Figueroa.
- c. Review RSC Website (beta-test # 3): RSC went through the beta version of the revised website for a third time and the committee voted to approve the website as is with the following motion: It was moved and seconded to create a short URL (suggested-sdmiramar.edu/research) for the RSC website. Daniel Miramontez will follow-up on this motion.
- d. Start work on 2013-14 Research Agenda: Daniel Miramontez went over some proposed changes to the 2013-14 Research Agenda with RSC and some discussion followed. RSC voted to approve the 2013-14 Research Agenda and send up to PIEC for feedback and approval.
- e. Start discussion on Environmental Scan outline: RSC continued their discussion on how to approach the Environmental Scan (ES). After looking at some examples and having discussion, RSC agreed to look at Miramar EMP and Fullerton College's environmental scan as homework and come back

prepared to the subsequent committee meeting ready to provide input on the environmental scan outline.

- f. Start discussion on benchmarking: The committee was introduced to the topic of benchmarking and that this is a new directive from PIEC that RSC is charged with. In all, the directive is that RSC needs to develop a methodology for benchmarking across the campus.

6) **Standing Reports**

- g. Campus-Based Researcher Report: Daniel Miramontez reported on the various projects he has been working on such as SI ad hoc, District EOPS SLOs, reviewing the Accreditation mid-term report, completing the supervised tutoring report, and working on the transfer report.
- h. PIE Committee Representative Report: VPI Buckley reported that PIEC came up with a generic planning calendar and that PIEC efforts are now engaged in making revisions to the 2014-2020 Strategic Plan.

7) **Open Discussion:** None.

8) **Adjournment.** The meeting was adjourned at 4:22 p.m.