

Monday, March 9, 2015
3:00-4:30
L-107

Members Present: Daniel Miramontez (Chair), Xi Zhang, Naomi Grisham, Patricia Hunter, Paulette Hopkins, Steve Quis, Val Sacro

Members Absent: Alex Sanchez, Carol Murphy, Gerald Ramsey, Joseph Hankinson, Norris Charles

- 1) **Call to order:** The meeting was called to order at 3:09 p.m. by D. Miramontez
- 2) **Approval of Minutes:** Minutes for September 8, 2014 and October 13, 2014 were moved by Steve Quis, seconded by Naomi Grisham, and carried to approve minutes.
- 4) **Approve agenda:** It was moved by Naomi Grisham, seconded by Steve Quis and carried to approve the agenda of March 9, 2015.

5) Old Business

- a. Update 2014-15 Research Agenda: Was approved.
- b. Update on Cultural Climate Survey Facilitated Discussion: To be held on Wednesday, April, 22, 2015 from 2:30 p.m. to 4:30 p.m.
- c. Update on Institutional Research Website: Contents to be included in Miramar's Institutional Research Website were introduced and reviewed. Landing page will have our goals and issues, procedures, and committee composition (with rules on selecting committee members). Headings and sub-headings will have College-wide Research Agenda as a governing document, research reports, and summaries, along with graph chart to show research infrastructure. Suggestions and recommendations were taken into advisement and updates will be presented in the next RSC meeting.
- d. Update ad-hoc research requests: Tabled
- e. Update GIRPA form: Tabled

6) New Business

- a. Review and prioritize new ad hoc requests: Received research request to evaluate the effectiveness of providing counseling services to the Basic Skills students at the English Center. Another research request is for the ISLO survey to look at student learning outcomes - data were processed and PowerPoint presentation was created and is currently at a second level review. Afterwards, this will be sent to L. Murphy for review prior to publishing. Research request was also received from Student Affairs, to look at creating a satisfaction survey for the College Hour and have a point-of-service survey to understand student needs and feedback regarding student activities designed for College Hour. Request was also received from Counseling Department regarding Summer Bridge Program and how to identify a cohort and track cohort longitudinally. Currently, requests are manageable, prioritization will not be needed.

- b. RSC Chair elections: Research Subcommittee Chair elections on task and to be held April 2015, effective in July 2015. Nomination put forward for X. Zhang and D. Miramontez. RSC membership infrastructure to be revisited and revised in Fall 2015 due to structure of PRIE and hiring of full-time Research and Planning Analyst.

7) **Standing Reports**

- a. Research and Planning Analyst Report: For Accreditation, supplying data for ACCJC Annual Report to assist completion of report. All eleven point of service surveys were entered into online survey tool - data are being collected (after students receive service) in Student Services. Employee satisfaction survey is ongoing. ISLO survey data have been processed and report is to be released. For the Planning Summit, evaluation forms were revised and assistance was provided with i-clicker interactive survey. For Basic Skills, requested data for 2015-16 proposals were compiled. For the Multiple Measures Assessment Project (MMAP, Statewide initiative), reviewing placement model from Long Beach City College, District IRP is taking this lead. For Strategic Planning, considering a Balanced Scorecard to look at multiple measurements for Miramar College's strategic goals.
- b. PIE Committee Representative Report: Benchmark most all of the goals for Strategic Planning and update committee on discussion about scorecard. Planning Summit Workgroup held rehearsal and met with facilitators to discuss details. The 2015-16 Annual Planning Calendar is being worked on, which will be reviewed and updated by PIESC. From the direction of the Chancellor's Cabinet, Miramar College to participate Institutional Effectiveness Partnership Initiative (IEPI). Letter of interest was drafted and submitted with the statement of what Miramar is doing in our institutional effectiveness efforts and areas that college will need technical assistance. There will be a workshop to acquire more information.

8) **Open Discussion.** None

9) **Adjournment.** The meeting was adjourned at 4:28 p.m.