

**San Diego Mesa College
PIE Committee
Meeting Notes**

February 28, 2017
3:30 p.m. – 5:00 p.m., MC 211B

ATTENDEES	Madeleine Hinkes, Co-Chair	Leticia Lopez
	Meegan Feori, Co-Chair	Pam Luster (excused)
		Andrew MacNeill (excused)
	Rachelle Agatha	Tim McGrath (excused)
	Danene Brown	Victoria Miller
	Kris Clark	Kim Perigo
	Ian Duckles	Charlotta Robertson
	Matt Fay	Monica Romero
	Rob Fremland	Irena Stojimirovic (absent)
	Ashanti Hands	Manuel Velez
	Holly Jagienlinski	Staff Assistant: Yolanda Catano
	Leroy Johnson	Guests: Gina Abbiate and Wendy Smith

Agenda Item A: Call to Order: By Madeleine Hinkes at 3:33 p.m. in MC 211B.

DISCUSSION	<p>1. Approval of the February 14, 2017 Minutes</p> <ul style="list-style-type: none"> The minutes draft was emailed to PIEC prior to the meeting for review. The minutes were M/S/C by Kim Perigo and Ian Duckles.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> Post the PIEC minutes to webpage 	<ul style="list-style-type: none"> Yolanda Catano 	<ul style="list-style-type: none"> As soon as possible

Agenda Item B: Continuing Business

DISCUSSION	<p>1. Strategic Planning Grid</p> <ul style="list-style-type: none"> Madeleine Hinkes provided a copy of the strategic planning grid. The grid is an organizational tool to pull a lot of the data together. We are separating this into four sections: 1. Students 2. Faculty & Staff 3. Community and 4. The Institution. This will be included in the addendum given to the accreditors. This is our
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	<p>roadmap.</p> <ul style="list-style-type: none"> • There are different initiatives from the Title III, Stem Grant and more information from Pathways that will be included in the strategic planning grid. • We need to fill-in a number of timelines in the strategic planning. We don't want to duplicate work. We also want to assign work to various committees and initiatives. Everyone should be participating in the strategic plan. <p><i>Feedback</i></p> <ul style="list-style-type: none"> • <u>How column:</u> The definition of enrollment management is still unclear. • <u>When column:</u> We can set the timeline there. • <u>Strategic Goal 2.1:</u> Is there anything we could add or subtract? We can add the LOFT, theatre, art & dance, culinary arts, veterans, honors, Mfusion, club memberships, scholarship, commencement, and student equity. There hasn't been a KPI that has been able to capture the amount of work we are doing on campus. The events calendar is a good way to highlight this. • <u>Strategic Goal 2.2:</u> Enrollment management doesn't occur. What about the Leading from the Middle Academy? There is the career workshop from the career center; the course re-design institute and interdisciplinary collaboration, and student services programs like Jumpstart, CRUISE, and others. This also includes Outcomes Across Campus and participation with committee chairs. We need to include classroom tutoring. <ul style="list-style-type: none"> ▪ For collaboration information, we could pull information from Taskstream. For the LOFT, we could pull information online and from senates. The information is available on the Mesa webpages. This includes all of the programs Katie oversees. • <u>Strategic Goal 2.3:</u> This includes everything that CDAIE, SEPIA does and Teaching Men of Color workshops. This includes the work of the Immigration series, art and inclusion, and culture & competency workshops. Judy Sundayo is currently working on getting a cultural competency degree to Mesa College. For the how, we could promote student organizations. • <u>Strategic Goal 2.4:</u> Wifi across the campus! Hire a new Administrative Tech analyst in student services. There are a lot more newsletters from the district and from the community emerging. The new Visix displays on campus. • <u>Strategic Goal 2.5:</u> A consistency in the academic senate leadership works to promote that strategic goal. We are working on the new governance page which helps to promote and assist organization from governance. • <u>Strategic Goal 3:</u> This goal is taken care of. • <u>Strategic Goal 4-6:</u> We did not review. <p><i>Announcement:</i></p> <ul style="list-style-type: none"> • Accreditation team will most likely be attending the next PIE meeting.
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ACTION ITEMS	PERSON	DEADLINE
<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A

Agenda Item C: New Business

DISCUSSION	1. Crosswalk (Leticia Lopez)
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	<ul style="list-style-type: none"> • Introductions were held to welcome Gina Abbiatte and Wendy Smith. <p><i>Leading from the Middle Academy update:</i></p> <ul style="list-style-type: none"> • An introduction to this new initiative on campus. • The result of the logic model was presented. There were elevator speeches and maps. The result of combining the superpowers with CUE. This overlaps with the strategic planning. • A copy of the mission statement and the values of the RP Group, Leading from the Middle Academy-February 2017 were projected. <p><i>Logic Model Draft update:</i></p> <ul style="list-style-type: none"> • If we are moving towards this model of student success and equity, how are we moving forward with that? Does CRUISE and Title III work together? This is all a product of these grants. These are build-in capacity grants. • The final input is the result of the input and the outcomes. If we are trying to be the leading college of success & equity how are we working towards achieving this goal? This helps us evaluate how we wrap and involve students with this initiative. • A poster sized dream cloud student story was shared with the group. The point is that we don't want to overlap with our services and we want to maximize the efforts to serve more students across campus with the services that we provide on campus. • The group presented at Cal Poly Pomona. They are beginning to share the information with groups at Mesa for transparency purposes before they reach out to CUE who will compile the information. <p><i>Feedback from PIE members:</i></p> <ul style="list-style-type: none"> • How are faculty more involved and represented with this plan? • We are really working to bringing dignity back to CTE. There is a gap between the faculty not knowing what resources are available for the students. Both groups aren't coming together. CTE has the funds to operate and provide additional services. We don't have a mechanism for all CTE faculty to come together. We have a taskforce, but we don't have an official committee. • We have so many things going on so we don't duplicate the efforts and so we can find the holes. • How can we have better discussion with continuing ed and all district sister colleges? Wendy Smith is creating a BLD group (Breakfast, lunch, and dinner) list that would aid the communication gap that exists. • The question for the presenters is: What can PIE do to support your efforts?
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Send Rob Fremland a copy of the minutes. 	<ul style="list-style-type: none"> • Yolanda Catano 	<ul style="list-style-type: none"> • As soon as possible

Agenda Item D: Research

DISCUSSION	<p>VACANT (Madeleine Hinkes reported):</p> <ul style="list-style-type: none"> • We are waiting to get a confirmation from the person who was selected for the Research Analyst position.
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	<ul style="list-style-type: none"> Wendy Smith is currently working on getting a research analyst for their program.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A

Agenda Item E: Accreditation

DISCUSSION	<p>Danene Brown:</p> <ul style="list-style-type: none"> We are two weeks out and are currently working on the logistics piece and the schedule. We are also receiving requests for evidence from the accreditors. You are welcome to read the ISER on the accreditation webpage. Link: http://www.sdmesa.edu/about-mesa/accreditation/accred-review-page.shtml
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A

Agenda Item F: Student Success/Equity/Title V/Title III:

DISCUSSION	<p>Monica Romero & Leticia Lopez:</p> <ul style="list-style-type: none"> Leticia Lopez briefly reported on the status of the Title III grant. Monica Romero relayed the previous question prompted at this committee. What information does HSI have to report to PIE? They are producing a monthly report that has highlights that are more related to planning that can be shared with the group. We can email the group with those. The information is posted on the student services webpage. Link: http://www.sdmesa.edu/student-services/reports/Monthly%20Update%20Dec%20Jan%2016-17.pdf <p>Ashanti Hands:</p> <ul style="list-style-type: none"> We have identified six groups that enforce our success equity efforts: Basic Skills, HSI, strong workforce, student equity, title III stem grant, and student sources that would aid equity. The goal is to end up with a specific process list that would help us define this college as the leading college of success and equity. This would help us align with the things that we are already doing. This is a two-year plan. We are collecting information across campus. Anyone who is involved with these key initiatives will have a voice. All of these efforts are in the very early stages of planning. This is a collective storytelling about the work we are all doing across campus.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A

Agenda Item G: Program Review

DISCUSSION	<p>Madeleine Hinkes:</p> <ul style="list-style-type: none"> • All the resource requests have been pulled and sent to their appropriate committees. • We are working on the annual report that the Program Review Committee looks at. • We sent out the Institutional Planning survey to all liaisons, managers, and lead writers to get feedback from them.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item H: Committee on Outcomes and Assessment (COA)

DISCUSSION	<p>Kris Clark:</p> <ul style="list-style-type: none"> • COA is moving forward with outcomes assessment this semester, continuing the process of revising and instituting plans. <ul style="list-style-type: none"> ▪ The Taskstream workspace has been revised and the outcomes assessment process has been replaced with a mapping form. The DOCs will have unlimited access to enter multiple measures in Taskstream. ▪ Our Taskstream contract ends in 2018 and we are looking at other vendors for options. There are new softwares that will be looked at: CampusLabs, Tracdat, Livetext, and Elumen. Curriculum is with curricunet and program review is with Taskstream currently. ▪ We have invited IE folk from City College and CE to help us find a new software option. ▪ COA is looking at all of the systems and once we've reviewed, they will provide recommendations with the committees. • We are continuing with a series of planning and orientation workshops. There is an assessment workshop scheduled this Friday, March 3, 2017. • Mapping is underway and Charlie Lieu is asking that all mapping forms be completed by the end of this semester. Charlie will input all of the form information onto Taskstream. • DOCs will be invited to a COA meeting so that they can relay any issues that they have with the process and any information that could help COA to better assist them. • Recording hallway conversations-We are doing some mockups and there will be some information provided for DOCs.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item I: BARC

DISCUSSION	Rachelle Agatha: <ul style="list-style-type: none"> N/A
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A

Agenda Item J: Faculty Hiring Priorities Committee (FHPC)

DISCUSSION	Rob Fremland: <ul style="list-style-type: none"> We are in the process of reading the applications and they will be discussed at the FHP meeting on Friday. There were 43 requests made.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A

Agenda Item K: Classified Hiring Priorities Committee (CHPC)

DISCUSSION	<ul style="list-style-type: none"> N/A
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A

Agenda Item L: Goals for 2016-2017

DISCUSSION	<ol style="list-style-type: none"> Monitor and support progress of our equity initiative and institution-set standards Communicate institutional efforts through the Institutional Planning & Governance Guide (IPGG) Advance the planning work of the College using data-informed dialogue and decision-making Re-evaluate College-wide goals and assess whether current Educational Master Plan still fits Maintain our sustained continuous quality improvement as we move through the accreditation process
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A

Agenda Item M: Adjournment

DISCUSSION	<ul style="list-style-type: none">• Meeting was adjourned by Madeleine Hinkes at 4:57 p.m.
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Next Meeting is on March 14 at MC 211B

Submitted by: Yolanda Catano, Senior Secretary

Approved on: March 14, 2017