

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

April 25, 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 (absent)	Tim McGrath (excused)
	Danene Brown	Victoria Miller
	Kris Clark	Kim Perigo
	Ian Duckles	Charlotta Robertson
	Matt Fay	Monica Romero
	Rob Fremland	Irena Stojimirovic
	Ashanti Hands	Manuel Velez
	Holly Jagienlinski (excused)	Staff Assistant: Yolanda Catano
	Leroy Johnson (absent)	Guest: Kelly Spoon

Agenda Item A: Call to Order: By Madeleine Hinkes at 3:32 p.m. in MC 211B.

DISCUSSION	<p>1. Approval of the April 11, 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 Manuel Velez and Rob Fremland. The PIE committee welcomed the new Associate Dean of Research and Planning, Bridget Herrin.
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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. Vision Statement:</p> <ul style="list-style-type: none"> PIE discussed the proposed vision statement referred by the Academic Senate. <ul style="list-style-type: none"> AS: "SDMC strives for excellence and equitable educational opportunities that inspire students to meet the needs of the future."
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	<ul style="list-style-type: none"> ▪ Kim Perigo: “San Diego Mesa College shall be a leading college of equity and excellence in educating our students to shape the future.” • The word ‘student’ should be part of the vision statement and education should be incorporated. • The idea of the vision is what we want to be in the future. • Victoria Miller will take it to ASG tomorrow and Yolanda Catano will take it to Classified Senate. <p>2. Strategic Planning Goals (District):</p> <ul style="list-style-type: none"> • The district made some changes to the Strategic Planning Grid. • The changes that were suggested by all the colleges in the district were incorporated for the most part. • What wasn’t incorporated was the point regarding fiscal stewardship. Budget is an integral part of this point. Even if we use words like ‘informed by’ would be useful. Budgeting at college level should inform District level. • It hasn’t gone to Chancellor’s cabinet yet. • This will be forwarded to DGC soon. Any future comments should be referred to Rob Fremland. <p>3. Strategic Planning Grid (Mesa):</p> <ul style="list-style-type: none"> • This is the mid-year report on the Educational Master Plan. • The only missing part is strategic goal 4.4. We need to identify more than the gaps and ways to close the gaps. <ul style="list-style-type: none"> ▪ Change the word ‘identify’ to close the gaps. ▪ We have to go through that list and focus in on those things that can move us forward. We can include data as well. We could align our Strategic Planning to our data. <p>4. Committee Evaluations:</p> <ul style="list-style-type: none"> • The accreditation team wants us to be more formal in our end-of-year evaluations. • In the summer we will create a form that will be evaluative of the work that we have done.
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ACTION ITEMS	PERSON	DEADLINE
• None	• N/A	• N/A

Agenda Item C: New Business

DISCUSSION	<p>1. Prepare for Retreat:</p> <ul style="list-style-type: none"> • Bridget Herrin gave a presentation titled “5-Year Trends Student Success Scorecard IEPI Goals Institution Set Standards.” • PowerPoint slide information: <ul style="list-style-type: none"> ▪ IEPI Goals and 5-Year Trends-Overall Completion Rates ▪ IEPI Goals and 5-Year Trends-Prepared Completion Rates ▪ IEPI Goals and 5-Year Trends-Unprepared Completion Rates ▪ Prepared and Unprepared ▪ 30 Unit Completion-Overall ▪ Persistence-Overall • Discussion: • The topic of prepared and prepared came about. We (the institution) have the
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power to decide if a student is unprepared. The data shows that most students of color, low-income, first-generation college students are considered “unprepared.”

- Self-efficacy is affected by processes.
- Students enrolled in Basic Skills classes delay their enrollment in those classes. This means that our students cannot get a degree without the Math and English classes.
- We are now going to be teaching pre-college level classes in high school.
- One milestone that the data reviews is the 30 unit completion-overall. The disparity of the unprepared and the prepared in the 30 unit completion-overall is relatively low.
- Bridget Herrin will continue to work on the metrics. She would like to gather more qualitative data. We also want faculty to be engaged in research. We need to push data out in a self-service venue. We need to make people comfortable with data.
- Kim Perigo suggested creating a Research Committee for those who are interested in research.
- For every metric that we have reviewed, we have met our goals.
- There is a new set of metrics that the new scorecard has included which is Math and English. The low-level Math classes. They are keeping the six-year plan, but they are including information regarding completion rates for low-level math classes for students completing those classes early rather than at any point in their enrollment.
- Setting goals for student transfer is important because it informs our progress, but it is not entirely indicative of our student’s progress. Some students don’t plan on transferring. A discussion about setting a percentage goal ensued.
- The questions from CUE can be included in Program Review.
- The goals are set and we will be reviewing the data to inform our progress at President’s Cabinet. We identify how this is affecting our campus. At Program Review, we use data to inform the specific programs and departments. It is a campus-wide effort.
 - The ‘now what’ regarding the research will be answered at President’s Cabinet.
 - At the retreat we could focus on some specific areas and identify what we could move forward so that it is manageable.
 - We could link the data provided by Bridget and let it inform and guide our strategic planning efforts.
 - One of the points of discussion for the President’s Retreat is to avoid repeating the same information across campus.
- We should have a research committee to support the institution to answer the questions that constituents may have.
- In a month or so, we will hire another Research Analyst through the Title III grant.
- President’s Retreat is on May 2, 2017 in the LRC 435 from 2:00pm-5:00pm.
- Link to presentation: <http://www.sdmesa.edu/about-mesa/institutional-effectiveness/planning-and-institutional-effectiveness-committee/bridget-powerpoints/spring-2017/Scorecard Board Presentation 2017 vr07-Mesa IEPI Goals.pdf>

2. Integrated Planning Calendar

- N/A

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item D: Research

DISCUSSION	<p>Bridget Herrin:</p> <ul style="list-style-type: none"> • Presentation: http://www.sdmesa.edu/about-mesa/institutional-effectiveness/planning-and-institutional-effectiveness-committee/bridget-powerpoints/spring-2017/Scorecard Board Presentation 2017 vr07-Mesa IEPI Goals.pdf
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item E: Accreditation

DISCUSSION	<p>Danene Brown:</p> <ul style="list-style-type: none"> • The accreditation team has not reported anything back yet.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

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

DISCUSSION	<p>Monica Romero & Leticia Lopez: (Ashanti Hands reported on their behalf)</p> <ul style="list-style-type: none"> • Initial work has been done in several areas in student services. We talked about looking back in the goals that have been completed, but as we move forward, we want to have a launch meeting on May 24, from 2:00-2:30pm and all senates will be invited. • We want to brainstorm and begin with an activity that gives us an idea of where we are and where we are headed as an institution. • The meetings will be open to everyone who is willing to participate.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item G: Program Review

DISCUSSION	<p>Madeleine Hinkes:</p> <ul style="list-style-type: none"> • We are closing up this year and thinking about next year. We have a meeting with Program Review co-chairs on Monday and we have a PRSC meeting on May 5th. • Bridget and Hinkes will review the research questions. • Academic Senate gave a shout out for Liaisons at their last meeting. Senators would be great options for Liaisons. • Dina Miyoshi is the Program Review faculty Co-Chair and is the new Academic Senate Vice-President. We will need to recruit a faculty Co-Chair for Program Review.
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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"> • We are in the midst of training on the workspaces. • We are planning a Summer Institute being funded by the IEPI grant we received. • DOCs are reporting to COA and are having discussions about outcomes assessment. • All data has to be entered into Taskstream by June 30. • The IEPI asked for quarterly reports. We received \$150,000 and schools that applied this year were granted \$200,000. We will be asking for the additional \$50,000.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item I: BARC

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

Agenda Item J: Faculty Hiring Priorities Committee (FHPC)

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

Agenda Item K: Classified Hiring Priorities Committee (CHPC)

DISCUSSION	• N/A
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item L: Goals for 2016-2017

DISCUSSION	<ol style="list-style-type: none"> 1. Monitor and support progress of our equity initiative and institution-set standards 2. Communicate institutional efforts through the Institutional Planning & Governance Guide (IPGG) 3. Advance the planning work of the College using data-informed dialogue and decision-making 4. Re-evaluate College-wide goals and assess whether current Educational Master Plan still fits 5. Maintain our sustained continuous quality improvement as we move through the accreditation process
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item M: Adjournment

DISCUSSION	• Meeting was adjourned by Madeleine Hinkes at 4:49 p.m.
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Next Meeting is on May 9, at MC 211B

Submitted by: Yolanda Catano, Senior Secretary

Approved on: May 9, 2017