

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

February 11, 2020
3:30 p.m. – 5:00 p.m., MC 211B

ATTENDEES	Bridget Herrin, Co-Chair	Leticia Lopez
	Holly Jagielinski, Co-Chair	Pamela Luster (excused)
	Jacob Babauta (excused)	Anda McComb
	Donald Barrie (excused)	Victoria Miller (excused)
	Danene Brown (excused)	Isabel O’Connor
	Ian Duckles (excused)	Kim Perigo
	Parrish Fitch (excused)	Scott Plambek
	Ashanti Hands	Monica Romero (excused)
	Michael Harrison	Ryan Shumaker
	Ed Helscher	Tracy Tuttle
	Leroy Johnson	Manuel Velez
	Terry Kohlenberg	
	Courtney Lee	Administrative Support: Sahar King
	Lorenze Legaspi	

Agenda Item A: Call to Order: By Bridget Herrin 3:35 p.m. in MC 211B.

DISCUSSION	<ul style="list-style-type: none"> ➤ Approval of November 12, 2019 Minutes <ul style="list-style-type: none"> • Draft of the minutes was emailed to PIEC prior to the meeting for review. • The minutes were M/S by Ryan Shumaker and Tracy Tuttle and approved.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Post the approved minutes to PIE webpage 	<ul style="list-style-type: none"> • Sahar King 	<ul style="list-style-type: none"> • Before the next meeting

Agenda Item B: Committee Reports

DISCUSSION	<ul style="list-style-type: none"> ▪ Mesa2030 (Herrin / Legaspi) <ul style="list-style-type: none"> ➤ The first meeting for the Master Planning Task Force: February 5, 2020. ➤ Next meeting for Master Planning Task Force: February 19, 2019 with the consultants and president; meeting will focus on our spring engagements and the plan for the spring engagements. ➤ Spring Convocation-Mesa2030 Activity, poster session, school interviews in March, and an online survey in spring. ➤ Engagements with students and with our community and how to navigate those engagements.
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- The consultant will also be sharing preliminary themes they found so far at the engagements, as well as some initial preliminary results from their internal and external scans, which look both internally at our documents and our data and then outward labor market, high school graduation and demographic shifts.
- Mesa2030 Task Force was expanded, we had significant input to how do we engage our campus community, advisor groups and students to gather the most input so that we can create the Mesa2030 plan.
- Mesa2030 Goals were established to serve as the foundation for all short-term plans for the next decade.
- Those interested in participating in the school interviews, we have identified the time slots for the structural schools and student services, and then three additional groups that are will be representative of all folks who do not follow those two areas so administrative, technology and research.
- The invitation will be going out via the deans for March 17th 18th, and 19th.
- We are also going to deploy an online survey that the task force will be involved in developing in our next meeting.
- There will be a poster session for the Mesa2030 and first Task Force meetings.
- We have an IEPI team that we discussed at the convocation that is coming to campus that's going to happen at the end of April.
- The IEPI team is visiting Mesa this spring, then in fall, then the last visit is the following spring.
- What we asked for was support around meaningfully integrating equity and pathways into the Mesa2030 plan

- **Mesa Pathways (O'Connor)**

- Mesa Pathways deployed a survey of the campus in fall.
- We had 70 responses from the survey.
- MPC has a small workgroup to review the trends that were visible and built a retreat in January to address the issues that came up.
- We used the results of our survey to build the soft reset and move the work forward.
- People that were involved in the work as follow, Isabel O'Connor, Claudia Estrada-Howell, Howard Eskew, Leslie Shimazaki, Toni Parsons, Bridget Herrin, Hai Hoang, John Crocitti , Helen Greenbergs, and Shawn Fawcett.
- We had 95 participants in the MPC retreat including 12 students.
- In the beginning, we focused on the data and how we use our data.
- On element that was visible in the survey was, what exactly are we trying to do and more importantly: what are we trying to fix.
- We did look at our data to get that conversation, not so much about the **Why**, but about **What** .
- Our goal was also about the **How**.
- During lunch, we did an exercise that was called "I am Mesa pathway". Then in the afternoon we had every workgroup report on the work they have done in the fall and state their goals for the spring semester.
- We collected a lot of feedback, 28 people did online survey feedback after the retreat.
- Upcoming action: we have several goals to align with our work and also come up with a flex calendar event.
- February 12, 2020 is our first MPC meeting.

- **SET (Hands)**

- Equity and Achievement Report was due in January, and submitted on time.
- SET Committee under the guidance of Larry Maxey is working on the equity success guide.
- We are creating an equity guidebook.

- We are going to keep it mainly electronic so that we update it and make it available for people to navigate the information.
- If you are a reviewer for scholarships, there is going to be a workshop, and the email was sent out. The email is called the Scholarship Review Workshop.
- The goals of this workshop are to help people to review scholarships with an equity lens.
- In general, we find that white males are receiving higher scholarships amounts of quantities that any other students population.
- We find that our students who have English as a second language are applying in high numbers and receive lower amounts of scholarships.
- Do you know if all of the scholarships require to be writing in English? No, it is not required, people that created as much as they could, they accept videos.
- Lots of our students may not be aware that many of the scholarships that we create are not even necessarily need-based or require 4.0 GPA.
- We are trying to reframe the terminology, and we also started to host several workshops.
- Bridget Herrin: There was a suggestion to include announcements about applying for scholarships, to be posted on canvas directly for students since students may change their email addresses.
- **Program Review (Herrin)**
 - We have officially closed Program Review.
 - Expanded timeline: February 4-March 13 Resource Committees (BARC, CHP, FHP) complete prioritization processes. resource committees now are in their respective review process.
 - The portal has created an easy-to-navigate mechanism for committees to review, score and do their prioritization.
 - IP Survey administration: the first administration IP survey went out on February 10, 2020 to all Lead writers, Managers, and Liaisons. We'll do reminder emails over the next couple of weeks. We ask for feedback on their experience with the content of the program review workspaces and with the functionality of the technology and the data that is provided to them, as well as feedback on their experiences with the resource request process.
 - March 16, 2020 to April 10, 2020: resource committees report out to other committees (Senates, Planning and Institutional Effectiveness, and President's Cabinet (in order of approval).
 - April 13, 2020 to May 1, 2020: IP Survey Results shared with groups. The Program Review committee develops content for next year, and resource groups revise the process, forms, rubrics, establish chairs for next year.
 - May 5, 2020: final recommendations (prioritization lists, revisions to process & forms) to President's Cabinet and by the end of May post resource group results on IE webpage, Resource committees send process, rubric, form revisions to IE office.
 - This year we intentionally included representatives from each of the three resource groups on the program review steering committee so that we can be more streamlined and how we ask people to talk about their programs and then connect the dialogue with the requests that they are making in the Program Review.
 - We are going to use this year as an experimental year because Mesa2030 is on the horizon.
 - The IE office wants to extract information from different questions that might inform certain groups, for example, there was a question on this last program review that was related to contributing to the campus the status of the Hispanic serving institution, would it be beneficial to extract all of that, do some analysis with it and provide it to program. Furthermore, be able to pinpoint those different layers of where the value comes. There is value in the internal dialogue amongst the departments.
 - Since we are in the developing Mesa2030 plan, we are looking at the long term plan which is a 10-year plan and we are looking at a short term plan that we will be

	<p>building will be developing which would be a five-year operational plan.</p> <ul style="list-style-type: none"> ➤ Our program review was our short term plan, and we're moving towards making this even more collaborative in a place for information sharing. <ul style="list-style-type: none"> ▪ Committee on Outcomes & Assessment (Helscher) <ul style="list-style-type: none"> ➤ COA Committee meets on February 18, 2020, and at the COA Committee meeting, we will begin to shape the Critical Thinking ILO Assessment Tool ➤ Last year COA worked on the Global Awareness ILO. ▪ Budget Allocation & Recommendation Committee (Legaspi) <ul style="list-style-type: none"> ➤ Budget Allocation & Recommendation Committee met on February 11, 2020 and discussed the timelines, we were able this year to move up the review process, and we will finalize as a committee prioritizing on the February 25,2020. ➤ BARC will report out the prioritization lists to PIEC on February 25,2020, and also will report out to President's Cabinet on March 3, 2020. ➤ Expanded timeline for the purchasing deadlines, for future cycles, to reduce the workload upfront for those employers that have to get quotes installation quotes and make sure that we have enough time to purchase and we are looking at, meeting our deadlines, as well as the district's deadlines. ➤ The President has the authority of resources allocation. ➤ BARC continual learning Student-Centered Funding Formula. ▪ Faculty Hiring Priorities Committee (O'Connor/ Velez) <ul style="list-style-type: none"> ➤ FHP resource request closed on February 10, 2020. ➤ FHP committee had the meeting on February 10, 2020 to review the resource request form. ➤ FHP committee will report out the prioritization lists to PIEC on March 23, 2020 and also will report out to President's Cabinet in March. ➤ The committee looked at a revised rubric from last year and will revisit this topic in the next meeting. ▪ Classified Hiring Priorities Committee(Legaspi) <ul style="list-style-type: none"> ➤ CHP Committee also has a very similar timeline as FHC Committee.
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Agenda Item C: Progress/Operational Updates

DISCUSSION	<ul style="list-style-type: none"> ▪ Research (Herrin) <ul style="list-style-type: none"> ➤ We do have new dashboards . ➤ Graduate Survey Dashboard ➤ Graduate Survey Campus Climate Dashboard ➤ HSI & Equity ➤ Our database development that was transitioning from ISIS to Campus Solutions we had to do a full reset in August of last year. ➤ We do not have access to all of the same data that we used to have access to at this point. ➤ We do have an expanded team. ➤ Faculty Institute will kick off on February 28, 2020. ▪ Accreditation (Brown) <ul style="list-style-type: none"> ➤ N/A ▪ HSI Program (Lopez) <ul style="list-style-type: none"> ➤ HSI eligibility waivers got approved in February. ➤ Designation as an Eligible Institution under Titles III and V of the Higher Education Act of 1965, as amended by the Higher Education Opportunity Act of 2008 (HEA), is approved. ➤ Subject to specific program requirements your institution may apply for a new grant under the following Titles III and V <ul style="list-style-type: none"> • programs:
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	<ul style="list-style-type: none"> • Title III - Part A - Asian American and Native American Pacific Islander-Serving Institutions (AANAP) • Title III - Part F - Asian American and Native American Pacific Islander-Serving Institutions (AANAP) • Title V - Developing Hispanic-Serving Institutions (HSI) • Title III - Part A - Strengthening Institutions (SIP) <ul style="list-style-type: none"> ➤ HSI program has a long term vision. ➤ We are preparing the team to attend the AHSIE (Alliance of Hispanic Serving Institution Educators) Conference in Florida, March 8-11. ➤ HSI coordinating program efforts with San Diego State: Identifying a cohort of students that will be interested in developing a bilingual teachers program and getting students identified to teach in K-12, who are bilingual. <ul style="list-style-type: none"> • HSI Eligibility, Need Student Waiver Form (attached) • HSI Eligibility Award Notification (attached)
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Send updated Planning Calendar back to IE office 	<ul style="list-style-type: none"> • Each committee member 	<ul style="list-style-type: none"> • Before the next meeting

Agenda Item D: Announcements

DISCUSSION	<ol style="list-style-type: none"> 1. Next meeting, February 25, 2020 The meeting adjourned at 4:57 pm
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Submitted by:
Approved on: