

**SAN DIEGO MESA COLLEGE
PLANNING AND INSTITUTIONAL EFFECTIVENESS COMMITTEE
Minutes for 8 November 2011**

PRESENT: Donald Abbott (Co-Chair), Joi Blake, Richard Chagnon, Bill Craft, Jan Ellis, Madeleine Hinkes; Angela Liewen Romeo, Laurie Mackenzie, Tim McGrath (Co-Chair), Kari Parker, Monica Romero

GUESTS: None

ABSENT: Jill Baker (excused), Cherie Deogracias

ATTACHMENTS: (1) WASC Assessment Conference Presentation
(2) Rubric for Classified Staff Prioritization Committee

I. CALL TO ORDER made by Abbott at 3:35 PM

A. M/S (Mackenzie / Blake) to approve minutes of meeting of 18 October 2011 with no changes; approved.

B. Announcements: As discussed at the PIEC meeting of 18 October, the regular meeting dates of the committee will be the 2nd and 4th Tuesdays of the months during which classes are in session. However, given the work that still remains for us to accomplish during this semester, the sense of the committee was to hold our remaining meetings on 29 November and 6 December.

Abbott asked members to check their calendars for potential conflicts with the date of the PIEC Spring retreat, currently scheduled for 10 February 2012. Abbott asked that members be prepared to settle on a final date for the retreat at the 29 November meeting.

Hinkes recommended that (given his long involvement with strategic planning on our campus) Dean Jonathan Fohrman be asked to join the PIEC as a consultant. The sense of the committee supported the recommendation—McGrath will pursue with Fohrman.

C. Changes to Agenda: None.

II. ACCREDITATION (McGrath)

A. Update: Responding to a query by Abbott, McGrath reported that the Educational Master Plan (EMP) and Accreditation sub-committees will report their progress to the PIEC in the near future.

B. Report from Attendees of the WASC Accreditation Assessment Conference: Mackenzie, Hinkes, and Liewen Romeo made a presentation on the recent conference on "Assessment in Practice" sponsored by WASC (Attachment 1). They reported that Mesa's integrated planning framework (which they shared at the conference) was well received, but were admonished that we must develop our resource allocation process. The principle message of the conference was that colleges must expand their views of student learning outcomes (and their roles in planning) to focus more broadly on

student learning itself. That is, each college should consider all factors that affect student learning and develop various methods of assessing student learning. The committee discussed various methods for doing this, and agreed that our integrated planning and program review processes were already well situated to accommodate such an approach.

III. STRATEGIC PLANNING PROCESS

Abbott recommended that the PIEC create an *ad hoc* sub-committee to start planning for our Spring retreat. Sense of the committee supported the recommendation; volunteers will be solicited at the 29 November PIEC meeting.

IV. PROGRAM REVIEW PROCESS (Romero)

A. Update: Romero reported that integrated data workshops for lead writers had been conducted and had been generally well received. She pointed out that this was a learning year and that the PRC was committed to conducting as many workshops as needed and to placing training materials on line.

B. Romero submitted the rubric for the proposed Classified Staff Prioritization Committee (Attachment 2). The PIEC made a few recommendations for minor changes. Discussion followed on the proposed committee membership. Romero will bring the proposal back to the PIEC at the 29 November meeting.

V. ALLOCATION RECOMMENDATION PROCESS (Abbott)

Abbott presented a revised version of his proposal for implementing an integrated and aligned allocation recommendation process, incorporating recommendations from the 18 October PIEC meeting. Discussion followed with a few recommendations from committee members for further minor changes (in particular on the ARCC membership). Abbott will incorporate these recommendations and revise the PPT presentation to make it appropriate for vetting through participatory governance channels. Abbott expressed a hope that the proposal could be approved by the PIEC at the 29 November meeting.

VI. ADJOURNED by Abbott at 5:14 PM.

Submitted by D. Abbott

Approved _____