

**SAN DIEGO MESA COLLEGE  
PLANNING AND INSTITUTIONAL EFFECTIVENESS COMMITTEE  
Minutes for 13 March 2012**

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PRESENT: Donald Abbott (Co-Chair), Jill Baker, Richard Chagnon, Jan Ellis, Jonathan Fohrman, Brianna Hays, Madeleine Hinkes, Angela Liewen Romeo, Tim McGrath (Co-Chair), Ron Perez, Monica Romero; Michael Roth

ABSENT: Bill Craft (excused), Laurie Mackenzie (excused), Kari Parker (excused)

GUESTS: none

I. CALL TO ORDER made by McGrath at 3:37 PM

A. M/S (Ellis / Roth) to approve minutes of meeting of 28 February 2012; approved.

B. Announcements: McGrath reviewed the accomplishments of the Presidents' Cabinet Retreat.

C. Changes to Agenda: none

II. PLANNING AGENDA (McGrath)

McGrath reported that the campus was on track for the Integrated Planning deadlines adopted by PIEC for the hybrid Allocation Recommendation Process for Spring 2012. Requests for allocations have been received and will be reviewed by PIEC at today's meeting.

III. ACCREDITATION (Fohrman)

A. Fohrman reported that Professor Paul Sykes has joined the Accreditation Committee. The GAP analysis is underway; the Accreditation Committee will report results to the PIEC on 24 April.

B. Hinkes and McGrath reported on the ACCJC regional workshop held on campus on 9 March, especially on what WASC expects to see in program review and long-term planning. Discussion followed on ways that the campus could collect data for use in planning, and to substantiate to accreditors that such planning is indeed happening. WASC will define what they mean by "proficiency" (in implementing program review as the basis of planning) by the end of this month.

IV. STRATEGIC PLANNING PROCESS (Baker)

Baker reported that the task force created by PIEC plans to meet in the near future, but no date has yet been set. The group will include Baker, Mackenzie, Ellis, Liewen Romeo, and Hays. Baker asked for the committee members to solicit participants who know metrics and sources of information on campus.

## V. PROGRAM REVIEW PROCESS (Baker for Romero)

Baker reported that the deadline schedule for submission of Program Plans had been somewhat relaxed for some requirements. The PRC will debrief this year's process on 22 March. On 26/27 March, they will also send out a survey to the campus. Information from both will be used by the PRC working group over the summer as they plan for next year's Program Review.

## VI. STUDENT LEARNING OUTCOMES (Fohrman)

Fohrman made an appeal to the campus (in spite of the lateness of the academic term) to support the Global Awareness SLO this year by taking some measure of student awareness of global/environmental issues. The Global Awareness Committee will meet this Friday (16 March). The PIEC recommended that a number of SLOs already completed might include the Global Awareness outcome and that results from those assessments might be used as a pilot study for this year.

## VII. ALLOCATION RECOMMENDATION PROCESS (Abbott)

A. The PIEC (acting as the transitional Allocation Recommendation Process coordinating committee in this hybrid year) reviewed applications (previously ranked by school deans) for equipment, supplies, and facilities. The purpose of the review was not to re-rank the requests, but to ensure that applications were integrated across the campus and functional/budget areas. Information from the review will be provided to the Allocation Recommendation Process committees ('silo' committees) before they meet. The PIEC also recommends that the deans and VPs get together to examine where surpluses might exist at the end of this academic year.

B. Several conclusions were drawn by the PIEC as a result of this process that should be considered as "lessons learned" for the future. (1) The coordinating committee—whatever shape it takes in the future—should be made up of people from the various silo committees who have expertise in each area. (2) Issues concerning personnel and HR need to be resolved. (3) The impact of new buildings that will come on-line in the next several years need to be considered in the allocation process.

## VIII. FUTURE ISSUES

McGrath indicated that the PIEC will start discussion of the Educational Master Plan after Spring Break..

## IX. ADJOURNED by McGrath at 4:58 PM.

Submitted by D. Abbott

Approved: \_\_\_\_\_