SAN DIEGO MESA COLLEGE

Planning and Institutional Effectiveness (PIE) Committee
Minutes for 10 April 2012 Meeting

Present: Donald Abbott (co-chair), Jill Baker, Rich Chagnon, Bill Craft, Jan Ellis, Jonathan Fohrman, Bri Hays, Madeleine Hinkes, Angela Liewen, Pamela Luster, Laurie Mackenzie, Tim McGrath (co-chair), Kari Parker, Ron Perez, and Monica Romero
Absent: Michael Roth

College Mission:
To inspire and enable student success in an environment that is strengthened by diversity, is responsive to our communities, and fosters scholarship, leadership and responsibility.

PIE Committee Objectives:
- Coordinate the critical planning constructs of the college (such as mission, vision, values; annual objectives and priorities; and long-term goals) and ensure their integration into the planning and operations of the entire college.
- Work in tandem with the Program Review Committee to assure that planning at the unit level is aligned with planning at the college-wide level.
- Foster the college's planning processes, informed by internal and external data.
- Foster the integration of the resource allocation recommendation processes at the college level.
- Carry out on-going assessment of the effectiveness of the alignment and integration of the college's planning activities; recommend and implement improvements.
- Facilitate the development of the college's educational master plan.
- Provide oversight for the College's compliance with WASC-ACCJC Accreditation Standards and the Commission's recommendations regarding the integration of the college's planning efforts;
- Serve as the steering committee for the preparation of reports for the Commission including annual reports, mid-term report, and the self study.

I. Call to Order made by T. McGrath at 3:40 PM
   A. Motion to approve minutes from March 13 and March 27 meetings (L. Mackenzie); Second (M. Romero); Approved.
   B. Announcements: T. McGrath noted non-agenda item ACCJC SLO Report; committee reviewed report requirements and memo from ACCJC and discussed reporting schedule and implications. T. McGrath shared that additional ACCJC reports may be forthcoming for program review and integrated planning; additional information to be discussed at April 24 meeting. P. Luster suggested the Campus Based Research prepare Mesa's ACCJC SLO report; report must be completed in time for August 10th report to Chancellor's Cabinet. T. McGrath said he would prepare report as the ALO; President will submit to ACCJC upon approval by Chancellor's Cabinet and the district T. McGrath mentioned that deans will be made aware of the report and requirements and will develop a plan to respond. . L. Mackenzie offered to assist other faculty in utilizing TaskStream for SLO assessment. A. Liewen requested a copy of the ACCJC report documents to share with Classified Senate; L. Mackenzie requested a copy for Chairs. T. McGrath (via M. Zagyanskiy) will send report to PIE Committee members.
   C. Accreditation Reports: T. McGrath asked P. Luster and B. Craft to share any additional information from their recent site visits to other community colleges. B. Craft shared that the institution he visited was a small college with many full-time faculty and a high level of engagement. P. Luster had no additional comments.
II. Planning Agenda
   A. Deferred to April 24 meeting.
III. Accreditation
   A. T. McGrath noted that accreditation will be the focus of the April 24 meeting; deferred.
IV. Strategic Planning Process
   A. IT Strategic Plan: B. Craft provided a summary of the IT Strategic Plan, context, and alignment of IT strategic goals with college-wide goals. The Plan includes strategies directed at maintaining current computers and audio-visual equipment, supporting instructional technology and student access to resources, upgrade of the district email system, and improving campus wireless internet access. Committee discussed each of the major strategies, as well as potential solutions to student email systems. T. McGrath called for a motion to approve the IT Strategic Plan and forward to President's Cabinet. Motion: D. Abbott; Second: L. Mackenzie; Approved.
   B. T. McGrath noted that in previous years, the IT Strategic Plan has gone directly to President's Cabinet for approval but will now go to President's Cabinet with approval from PIE Committee. P. Luster noted that at present, it is not clear how the IT Strategic Plan will fit into the larger continuous quality improvement process. D. Abbott shared that this year is a hybrid process and that the Committee could not ask the MIT Committee to develop a plan without a new educational master plan; the College needs the framework of an educational master plan. B. Craft asked the Committee when the IT Strategic Plan could be posted to the web site. P.

Luster clarified that the plan needed to be approved by President's Cabinet and the President before it could be posted to the web site. M. Romero requested that in the Communication section of the IT Strategic Plan, the term "faculty" be changed to "faculty and staff." M. Hinkes clarified that all plans come through the PIE Committee for vetting. P. Luster mentioned that the college is working out the details of mapping all plans and linking goals to carry plans forward. B. Craft shared that the MIT Committee consists of technology-interested faculty and Learning Resource Center staff. J. Fohrman expressed a concern about the importance of replacing equipment/technology that has become essential for college operations. T. McGrath shared that the College has not developed a priority list yet because the focus right now is on the overarching issues but that there must be a system in place to fund emergency equipment replacement. P. Luster comments that the giant budget committee will have the capacity to evaluate plans and resource application requests, as well as make recommendations after reviewing progress toward objectives.

V. Program Review Process (Deferred)
VI. Student Learning Outcomes (Deferred)
VII. Allocation Recommendation Process
   A. R. Perez shared the process for prioritization of facilities resources and final list of recommendations for resource allocation. T. McGrath issued a call for questions. D. Abbott mentioned that the charge of the PIE Committee is not to question prioritization/ranking but to ensure integration of contingent requests before forwarding them to President's Cabinet. T. McGrath called for a motion to approve the facilities priority list. Motion: L. Mackenzie; Second: M. Hinkes; Approved.
   B. Prioritization Process: T. McGrath shared that each dean had the opportunity to justify requests for equipment priority ranking. R. Chagnon asked for clarification of information in equipment priority ranking document. T. McGrath explained the difference between dean rankings and group priorities. D. Abbott mentioned that contingencies were taken into account by equipment and facilities, so changes were not required. M. Hinkes questioned where Perkins and FF/E requests belonged. T. McGrath shared that the final list of equipment and facilities requests excluded requests that could potentially be funded with Perkins or FF/E funds.
   C. Committee Oversight: R. Chagnon shared a concern for the ranking process and membership of the ranking body. D. Abbott noted that President's Cabinet recommended integrating silo committees into a single budget committee that, with a single process, would make recommendations to President's Cabinet in the future. J. Baker mentioned that rubrics would clarify expectations for prioritization in future. M. Romero mentioned that each school's rank did not have much impact on final rankings. J. Baker indicated the need to refine the process. T. McGrath noted that the deans used a larger, college-wide perspective on program review requests and that the future process may include points for school dean rankings. B. Craft asked for information about the ranking method and underlying assumptions. P. Luster shared that rubrics will help standardize and define rankings and will clarify things for lead writers. D. Abbott mentioned the need for the Committee to keep in mind the larger picture and college-wide interests and goals.
   D. Motion to approve rankings: D. Abbott; Second: L. Mackenzie; Approved.
VIII. Future Issues (Deferred)
IX. Adjourned by T. McGrath at 5:05PM.

Submitted by B. Hays
Approved: _____