

SAN DIEGO MESA COLLEGE
PLANNING AND INSTITUTIONAL EFFECTIVENESS COMMITTEE
Minutes for 20 September 2011

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

GUESTS: None

ABSENT: None

I. CALL TO ORDER made by Abbott at 3:32 PM

A. M/S (Mackenzie / Baker) to approve minutes of meeting of 6 September 2011 with one change; approved.

B. Changes to Agenda: None

II. ACCREDITATION (McGrath)

A. McGrath reported that Dean Charles Zappia and Professor Cesar Lopez have agreed to act as co-chairs of the committee to update the Educational Master Plan. President Luster informed McGrath that she intends to take an active role in the work of the committee.

B. McGrath reported that Dean Jonathan Fohrman and Professor Chris Sullivan have agreed to act as co-chairs of the committee to prepare the mid-term accreditation report.

C. McGrath will be attending a WASC workshop on accreditation issues 7 October. Discussion followed regarding various accreditation matters on campus, including a need for additional committee membership (including student rep).

III. STRATEGIC PLANNING PROCESS (Baker)

A. Baker submitted the Annual Research Planning Agenda for approval. The document establishes the sources of information for campus planning. It was prepared last spring by the campus-based researcher, Susan Mun. The document will normally be approved in the spring by the PIEC before the semester ends; however, with the new planning processes only approved last spring, there was no time to do so. Discussion followed regarding ideas for additional sources of information. Committee members agreed to start sending ideas for new reports or sources to Baker during this year for inclusion in the next report. M/S (Deogracias / Parker) to accept; approved.

B. McGrath reported that the Academic Affairs Committee agreed to move responsibility for the review of the campus Mission/Vision/Values Statement to the PIEC.

IV. PROGRAM REVIEW PROCESS (Romero)

A. Romero reported that the PRC membership has been modified to add an ex officio position for the Classified Senate President.

B. The Program Review Handbook has been revised and is currently under review for approval.

C. Campus-wide training for all lead writers, chairs, and liaisons will be conducted on 7 October.

V. ALLOCATION RECOMMENDATION PROCESS (Abbott)

A. Abbott reported that he would meet with the leadership of the Academic and Classified Senates to discuss ideas for the development of the Allocation Recommendation Process.

B. McGrath asked Liewen-Romeo about the status of the Classified Senate proposal for the establishment of a Classified Prioritization Committee. The proposal is ready to move to shared-governance approval, but Liewen-Romeo indicated she would like to hold off until the PIEC moves forward with development of the overall Allocation Recommendation Process.

C. The Committee discussed the role of the state and the SDCCD in the allocation process.

VI. SCUP TRAINING (Baker)

Baker conducted the first session of training on Norris and Poulton's *A Guide to Planning for Change*.

VII. ADJOURNED by Abbott at 5:03 PM.

Submitted by D. Abbott
Approved _____