

SAN DIEGO MESA COLLEGE
PLANNING AND INSTITUTIONAL EFFECTIVENESS COMMITTEE
Minutes for 9 October 2012
DRAFT

PRESENT: Donald Abbott (Co-Chair), Richard Chagnon, Jan Ellis, Jonathan Fohrman, Brianna Hays*, Madeleine Hinkes, Angela Liewen, Terry Kohlenberg* , Pamela Luster*, Laurie Mackenzie, Tim McGrath (Co-Chair), Kari Parker, Monica Romero, Roberto Rosas (*indicates non-voting member/consultant)

ABSENT: Bill Craft, Ashanti Hands, Denise Whisenhunt* (all excused)

GUESTS: none

I. CALL TO ORDER made by Abbott at 3:34 PM

A. Changes to Agenda: Add presentation on Strengthening Student Success Conference by Forhman to "Accreditation."

B. M/S (Forhman / Liewen) to approve minutes of meetings of 25 September and 2012; approved with one abstention.

C. Announcements: none.

D. President's Cabinet Fall Retreat Discussion. McGrath explained that the upcoming PCab Retreat would focus on operational improvement of the campus planning process. Abbott reviewed last year's allocation recommendation process and plans for this year's process (coming in the Spring semester, based upon Program Review being completed this semester), for review at the Retreat. Several members made recommendations that PCab Retreat consider: feedback from integrated planning workshops, TaskStream Task Force recommendations, and methods of demonstrating how the resource allocation process leads to the improvement of institutional effectiveness. Sense of the committee that McGrath, Forhman, and Abbott draft agenda for Retreat based upon these recommendations.

II. ACCREDITATION (McGrath)

A. McGrath presented the Accreditation Six-Year Review Plan to set benchmarks and agendas for appropriate planning bodies (such as PCab, PIEC, and PRC) for the 2016-17 accreditation cycle (attached). This plan will act as a 'roadmap' for preparing for accreditation and will be expanded each year with monthly deadlines as we proceed. Sense of the committee to accept the plan.

B. Fohrman and MacKenzie presented a summary of the Strengthening Student Success Conference that they attended (attached). Part of the report demonstrated how several other colleges are integrating planning and SLOs/ILOs. Discussion followed the report on the next steps Mesa might take employing the Learning Assessment Task Force (LATF) as a leadership body in guiding assessment.

III. STRATEGIC PLANNING PROCESS (Luster)

Nothing to report.

IV. PROGRAM REVIEW PROCESS (Romero)

Romero described on-going training opportunities for program writers. She reported that Program Plan drafts are due 26 October.

V. ASSESSMENT (Fohrman)

A. Fohrman submitted a proposed "Purpose-Goals-Objectives" for the LATF (attached). He reported that at this point, the LATF has completed goals 1, 2, and 5, while 4 and 6 are underway.

B. Hinkes reported that the Academic Senate is selecting members for the TaskStream Task Force, and that the classified members have been approved by the Classified Senate.

VI. ALLOCATION RECOMMENDATION PROCESS (Abbott)

Abbott re-submitted the Proposal for an Allocation Recommendation Oversight Committee, incorporating recommendations made at the last PIEC meeting (attached). Discussion emphasized that members of the Budget and Allocation Recommendation Committee (BARC) must be 'learned members' of the campus who possess familiarity with overall planning processes, institutional needs and goals, and the budget process. The committee recommended that training be provided to BARC members at the beginning of each academic year. M/S (McGrath / Hinkes) to approve proposal and forward to PCab; unanimously approved.

VII. FUTURE ISSUES

Committee recommended that a discussion of the role of the Accreditation Committee be added to future issues.

VIII. ADJOURNED by Abbott at 5:00 PM.

Submitted by D. Abbott

Approved: _____