

SAN DIEGO MESA COLLEGE
PLANNING AND INSTITUTIONAL EFFECTIVENESS COMMITTEE
Minutes for 12 February 2013
DRAFT

PRESENT: Donald Abbott (Co-Chair), Robert Arca, *Jill Baker, Richard Chagnon, Bill Craft, Jan Ellis, Jonathan Fohrman, *Dan Gutowski, Ashanti Hands, *Brianna Hays, Madeleine Hinkes, *Terry Kohlenberg, Angela Liewen, *Pamela Luster, Laurie Mackenzie, Tim McGrath (Co-Chair), Kari Parker (*indicates non-voting member/consultant)

ABSENT: Monica Romero (excused)

I. CALL TO ORDER made by McGrath at 3:38 PM

A. Changes to Agenda: none

B. McGrath announced that the PIEC retreat had been cancelled. He explained that as he and Abbott planned for the retreat over winter break, they realized that all of the agenda items had already been dealt with at PIEC meetings in the fall and that little new research/information was available since last President's Cabinet retreat. This was largely owing to the switch last year of PIEC objectives for each semester.

C. McGrath presented a proposed agenda for PCab retreat (scheduled 15 March—attached). Abbott reviewed the basic outline of retreat objectives (scans, GAP analysis, annual goals and priorities). Luster reported that the campus has newly announced guidance from WASC regarding measuring success (SB1466, "Student Success Initiative"). These requirements will impact our current work on the Educational Master Plan and should be considered at the PCab retreat. She suggested that this and other appropriate information be provided to the Retreat attendees well before the retreat itself so as to devote more time to discussion and decision-making rather than information sharing.

Fohrman suggested that a GAP analysis would be helpful before moving to goals and priorities. McGrath pointed out that many policy changes (from the state legislature to the ACCJC) were in the works—many of them are more directive and restrictive than in the past. He will report on these at the retreat. Hands recommended that we hold a working lunch on our annual goals and priorities in light of these changes. Kohlenberg recommended that a brainstorming session be held at the retreat on communication among administrators, staff, and faculty.

II. ACCREDITATION (Fohrman)

The accreditation mid-term reports are in the final stages; Fohrman will begin submitting them to the PIEC for review at our next meeting.

III. EDUCATIONAL MASTER PLAN (Luster)

A. Luster reported that the person who had contracted to act as consultant for our EMP has had to back out at the last minute. The campus must now regroup and decide our next steps. Luster, Zappia, and the EMP principals will meet next week to decide how to move ahead without the consultant. Luster will report their decisions at the next PIEC

meeting. She also explained that the campus will move ahead with plans for 'exit interviews' this spring and analyze the results over the summer.

B. McGrath and Hinkes presented the proposed District Strategic Goals (attached). The PIEC broke into five groups to consider the goals and make recommendations (attached).

IV. PROGRAM REVIEW PROCESS (Baker)

Baker announced that the annual Program Review report would be submitted to the next President's Cabinet meeting. The PRC is also putting together packets (from the individual Program Plans) for the BARC and related allocation recommendation committees.

V. LEARNING AND ASSESSMENT TASK FORCE (Fohrman)

Fohrman reported that at the last LATF meeting the group reviewed the discussion notes and recommendations on Institutional Learning Outcomes (ILOs) from the President's Convocation. He reported that while a number of constructive recommendations were made for assessing ILOs in the future, the overall impression of the participants was that this was an effective first attempt at reviewing ILOs.

VI. BUDGET AND ALLOCATION RECOMMENDATION COMMITTEE (Abbott)

A. Abbott suggested that the discussion of BARC deadlines be moved to the next PIEC meeting.

B. Hinkes submitted the final Faculty Prioritization list (attached).

C. McGrath reported that the BARC held its first meeting immediately before the PIEC meeting (agenda attached) and assumed its role as the primary body responsible for allocation recommendations on campus.

VII. FUTURE ISSUES

No new future issues were submitted.

VIII. ADJOURNED by Abbott at 4:56 PM.

Submitted by D. Abbott

Approved: _____