

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

PRESENT: Donald Abbott (Co-Chair), \*Julie Barnes, Richard Chagnon, Bill Craft, Jonathan Fohrman, \*Dan Gutowski, Ashanti Hands, \*Brianna Hays, Madeleine Hinkes, \*Terry Kohlenberg, Angela Liewen, \*Pamela Luster, Laurie Mackenzie, Tim McGrath (Co-Chair), Kari Parker, Monica Romero (\*indicates non-voting member/consultant)

ABSENT: Robert Arca, \*Jill Baker, Jan Ellis (all excused)

GUEST: Chris Sullivan

I. CALL TO ORDER made by Abbott at 3:33 PM

A. M/S (Mackenzie / Liewen) to approve minutes of meeting of 12 March 2013; approved.

B. Abbott announced that Hinkes had stepped forward to run for the position of Academic Co-Chair of PIEC for a two-year term. A question was raised regarding the possibility of a Classified member filling the position of Co-Chair. Abbott explained that our charter (as approved by participatory bodies and PCab) specified that the Co-Chair was to be a faculty member, but that PIEC could discuss the question at a future meeting and promulgate a recommendation to alter that requirement. Sense of the committee to discuss options during a PIEC meeting before the end of the academic year.

Abbott placed Hinkes' name in nomination; Mackenzie seconded; there were no further nominations. Hinkes was elected unanimously.

C. McGrath reminded the committee that Mid-Term Open Forums will be held in LRC 435 on 19 and 24 April.

D. McGrath reminded the committee that this meeting would be devoted to the review of the remaining Mid-Term Campus Recommendations and to the remaining Campus Planning Agenda Items. If time permitted then the committee would hear standing sub-committee reports.

II. ACCREDITATION (Fohrman / Sullivan)

A. Response to Recommendation 3 (improve communication concerning the process used for technology planning—attached) was returned to the PIEC with substantial changes. Craft announced that he and his writing group deleted substantial material that was repetitive or covered issues pre-dating the accreditation visit. New material was added that explicitly tied programs across the campus with the Mesa IT Plan as well as District IT planning to better articulate the campus integrated planning process. Sense of the Committee to approve the response with minor changes.

B. Fohrman presented the response to Recommendation 2 (accelerate development and assessment of course level SLOs). He reported that the document had been written by

McGrath, Sullivan, and Fohrman with considerable input from the LATF Committee. Sense of the Committee to approve the response with minor changes.

C. Response to Recommendation 4 (meet timeline for implementation of SLOs and AUOs) is only a one-sentence statement at this point. The Committee charged Sullivan and Fohrman with making the recommended changes and that the PIEC members would review these changes either at the campus forum or through the campus online process. Sense of the Committee to approve the response based on the suggested changes.

D. Fohrman reviewed the response to District Recommendation 1 (Board develop policy to address selection and evaluation of College presidents—attached). Although the response itself is quite short, the supporting evidence is substantial. Sense of the Committee to approve the response.

E. Fohrman reviewed the responses to the Campus Planning Agenda Items (attached) with the committee. The committee discussed all of these planning agenda items and made suggestions and comments about each section. The committee recommended that Parker work with McGrath to incorporate some additional language from the perspective of the counseling faculty. Sense of the Committee to approve the responses with minor changes.

F. Given the importance and amount of effort that has gone into drafting the Mid-Term Accreditation Report thus far, Abbott asked for a motion to approve the body of the work (with noted recommendations) for vetting through the campus community. Mackenzie/Gutowski moved and seconded; approved.

### III. EDUCATIONAL MASTER PLAN

Nothing to report.

### IV. PROGRAM REVIEW PROCESS

Nothing to report.

### V. LEARNING AND ASSESSMENT TASK FORCE

Nothing to report. ~~(due to time constraints).~~

### VI. BUDGET AND ALLOCATION RECOMMENDATION COMMITTEE

Nothing to report.

### VII. FUTURE ISSUES

Abbott requested that Academic and Classified members of the Committee inform him by e-mail before the next meeting whether they intended to take the two-year optional extension of their membership on the PIEC.

### VIII. ADJOURNED by Abbott at 5:08 PM.

Submitted by D. Abbott & T. McGrath

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