

**San Diego Mesa College
PIE Committee
Meeting Notes**

October 14, 2014
3:30 p.m. – 5:00 p.m., A-104

ATTENDEES	Madeleine Hinkes, Co-Chair	Ashanti Hands (Absent)
	Angela Liewen, Co-Chair	Bri Hays
		Terry Kohlenberg
	Rachelle Agatha (Absent)	Pamela Luster (Absent)
	Angela Arreaga	Tim McGrath (Proxy for R. Agatha)
	Julianna Barnes (Absent)	David Palomino
	Danene Brown (Proxy for C. Zappia)	Charlotta Robertson
	Richard Chagnon	Monica Romero (Proxy for A. Hands)
	Espen Correll (Absent)	Charlie Zappia (Absent)
	Jennifer Cost	

Agenda Item A: Call to Order: By Liewen at 3:36 p.m. in A-104.

DISCUSSION	<p>Approval of August 23, 2014 Minutes</p> <ul style="list-style-type: none"> The Minutes were approved by consensus.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> Post approved minutes to the PIEC website. 	<ul style="list-style-type: none"> Ginger Davis 	<ul style="list-style-type: none"> Before next meeting.

Agenda Item B: Continuing Business

DISCUSSION	<p>Working with Convocation Data: Acting Dean Hinkes distributed action plan templates informed by feedback obtained from the previous PIEC meeting and asked for members to review the information and share any thoughts/questions. Hinkes also asked for members to review the remaining strategic directions and make suggestions for the appropriate action plans. Members completed action plan worksheets for the finished strategic goals through 4.4. Angela Liewen reminded committee members of the PIEC function and high-level oversight as well as the need to consider information obtained from different reports in the development of the college strategic plan.</p> <ul style="list-style-type: none"> • Emerging Themes: <ul style="list-style-type: none"> ○ None reported out to date • Prioritization: <ul style="list-style-type: none"> ○ None reported out to date <p>Retreat set for December 2, 2014, 2 p.m. – 5p.m.</p> <ul style="list-style-type: none"> • Retreat will be held in conjunction with President’s Cabinet Retreat
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Compile convocation feedback and action plans developed by PIEC members 	<ul style="list-style-type: none"> • Madeleine Hinkes 	<ul style="list-style-type: none"> • October 28 PIEC meeting

Agenda Item C: New Business

DISCUSSION	<p>Report on “Strengthening Student Success”: Madeleine Hinkes, Bri Hays, Julie Barnes Acting Dean Hinkes and Bri Hays reported out on the Strengthening Student Success Conference, held last week in Costa Mesa.</p> <ul style="list-style-type: none"> • Hinkes encouraged PIEC members and other members of the campus community to consider attending future Strengthening Student Success conferences to learn about best practices in teaching and learning, leadership, accountability, research, and planning. • Bri Hays also encouraged members of the campus community to consider attending future Strengthening Student Success Conferences to learn more about statewide trends, initiatives, and best practices and share information with other college practitioners. She also mentioned that all conference resources will be posted to the RP Group website within a week or so of the conference.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Report to committee when registration for 2015 conference opens 	<ul style="list-style-type: none"> • Bri Hays 	<ul style="list-style-type: none"> • April 2015

Agenda Item D: Accreditation

DISCUSSION	<p>Julie Barnes, 5 minutes (Danene):</p> <ul style="list-style-type: none"> Monday, October 27th accreditation brown bag discussion: Opportunity for information sharing with tri-chairs Group from Mesa will be attending ACCJC self-evaluation training on October 15th Questions related to new standards and corresponding guiding questions have come up from the campus community during the transition period between old and new standards; the committee anticipates that information will be forthcoming at ACCJC training
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> Report back to PIEC regarding ACCJC training 	<ul style="list-style-type: none"> Julie Barnes/ Danene Brown 	<ul style="list-style-type: none"> October 28, 2014

Agenda Item E: Educational Master Plan

DISCUSSION	<p>Madeleine Hinkes, 1 minute:</p> <ul style="list-style-type: none"> Acting Dean Hinkes reported out on the presentation she and Bri Hays provided to the Board of Trustees on Thursday, October 9th regarding the educational master plan. 50 copies of the educational master plan have been printed. The Key Findings brochure will be distributed to all faculty and staff. The plan is posted online at: http://www.sdmesa.edu/about-mesa/institutional-effectiveness/emp/documents.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A

Agenda Item F: Program Review

DISCUSSION	<p>Madeleine Hinkes, 5 minutes:</p> <ul style="list-style-type: none"> Acting Dean Hinkes mentioned that she had received some questions regarding program review deadlines. She indicated she sent out a reminder regarding remaining training opportunities. Terry Kohlenberg mentioned that more departments will now be participating in the resource request process by completing program reviews this year. Kohlenberg inquired about the availability of funds for the expanded list of groups completing a program review. VP McGrath indicated that, as in previous years, year-end funds will be allocated through the Budget and Allocation Recommendation Committee
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	(BARC) process via program review.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item G: Learning Assessment Task Force (LATF)

DISCUSSION	Madeleine Hinkes: <ul style="list-style-type: none"> Next meeting on Tuesday, October 21st at 3:30pm.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item H: BARC

DISCUSSION	Rachelle Agatha, 5 minutes: <ul style="list-style-type: none"> Meeting scheduled for October 28th.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item I: Faculty Hiring Priorities Committee (FHPC)

DISCUSSION	Terry Kohlenberg: <ul style="list-style-type: none"> First training is Friday, October 17th.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item J: Classified Hiring Priorities Committee (CHPC)

DISCUSSION	Monica Romero: <ul style="list-style-type: none"> Received some feedback that the word/character limit for the application may be problematic for some lead writers. The committee is reviewing the application and considering the possibility of changing the character count. It is currently set at 2,000 characters but may expand to 4,000.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> Report back to PIEC regarding decision on character limits. 	<ul style="list-style-type: none"> Monica Romero 	<ul style="list-style-type: none"> October 28, 2014 PIEC meeting

Agenda Item K: Goals for 2014-2015

DISCUSSION	<p>Continue to Improve Website and Links</p> <p>Continue to Improve Communication</p> <p>Put the EMP into Operation: Goals and Measurements</p> <p>Prepare for Accreditation Self Study- October 2016</p>
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Agenda Item L: Adjournment

DISCUSSION	<ul style="list-style-type: none"> Meeting was adjourned by Liewen at 4:51 p.m.
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Next Meeting: Tuesday, October 28, 2014, 3:30 p.m. – 5:00 p.m., A-104

Scribed by: Bri Hays, Campus-Based Researcher

Submitted by: Ginger Davis, Senior Secretary, Administrative Support

Approved on: 10/28/14