

SAN DIEGO MESA COLLEGE

Planning and Institutional Effectiveness Committee

Minutes

9.9.25

LRC 435

3:30 p.m. to 5 p.m.

Attendees: Holly Jagielinski, Nancy Cortes (IE), Victoria Miller (SS), Ryan Shumaker (Instruction) Courtney Lee (SS), Ayana Woods (CS) Mary Gwin (AS), Blythe Barton (ES), Lisa Shapiro (B&T), Michelle Rodriguez (SBSMS), Holly Jagielinski (HS&PS), Ian Duckles (Chair of Chairs) Ashanti Hands (President), Larry Maxey (SS), Lorenze Legaspi (Administrative Services), Isabel O'Connor (Instruction), Leland Simpliciano (AANAPISI), Michelle Rodriguez (ESC), Tara Hardee Teodoro (Instruction)

Administrative Support: Olivia Pryor

A. Call to Order

- The meeting was called to order at **3:30 p.m.** by Co-Chair Holly Jagielinski.

B. Approval of Minutes: [5.13.25](#) and [9.9.25](#) will take place at the next meeting.

C. Member Introductions

- Members introduced themselves and the groups they represent.
- Committee purpose and reporting structure reviewed.
- Logistics discussed, including meeting dates, locations, agendas, voting protocols, and responsibilities to communicate back to constituent groups.

D. Continuing Business

Committee Report-Outs:

- **SET (Maxey):** Reported on ongoing equity-focused training initiatives. SET is planning a fall professional development series and coordinating with Academic Senate to increase faculty participation. The committee is also exploring better communication strategies to highlight training opportunities.

- **Program Review (Cortes):** Shared that the program review cycle is on track, with most submissions completed. Emphasized the need to strengthen connections between program review data and institutional planning. Some concerns were raised about ensuring feedback loops reach departments in a timely manner.
 - **Outcomes Assessment (Cortes):** Reported progress on aligning course and program outcomes with accreditation standards. Members discussed the importance of disaggregated data and closing equity gaps. A suggestion was made to improve faculty guidance on documenting “closing the loop.”
 - **Budget Allocation and Recommendation Committee (Legaspi):** Provided an update on resource request timelines, noting that BARC is working nearly a year ahead. Members highlighted the benefit of this approach for planning but also raised questions about ensuring flexibility if needs arise mid-year.
 - **Classified Hiring (Maxey):** Reported that classified hiring requests are being reviewed and prioritized. Members suggested clarifying how positions are tied to strategic objectives and whether additional transparency could be built into the ranking process.
 - **Faculty Hiring (O’Connor/Gwin):** Shared updates on upcoming hiring cycles, including department submissions and prioritization. There was discussion about equity in faculty hiring and ensuring the process reflects institutional commitments.
 - **Environmental Sustainability (Rodriguez):** Reported on ongoing sustainability projects, including energy efficiency initiatives and plans to expand recycling/composting. Suggestions were made about increasing student engagement in these efforts through curriculum or service-learning projects.
 - **Diversity, Action, Inclusion, and Equity (Miller):** Shared updates on DAIE activities, including training and upcoming events. Noted ongoing collaboration with the equity office. Members emphasized the importance of integrating DAIE recommendations into broader governance and planning efforts.
 - **Accreditation (Cortes):** Reported on progress toward upcoming ACCJC reporting. Members asked clarifying questions about timelines and suggested regular updates to keep the committee informed ahead of submission deadlines.
- HSI (Parsons):** Dr. O’Connor provided updates on HSI-funded initiatives. Highlighted student support projects currently underway. Members expressed interest in seeing how HSI activities align with Mesa 2030 goals.
- **AANAPISI (Simpliciano):** Reported on AANAPISI program activities, including outreach efforts and support services. Emphasized the importance of ensuring program sustainability beyond grant funding.

Governance-Flex Week Update:

- No attendance at Flex Week governance session.
- Suggested developing a survey to assess why sessions were not attended and how to increase participation.

Committee List Review:

- Reviewed committee list, and members provided edits and updates.

Mesa 2030 Update (Legaspi):

- Shared progress on Mesa 2030 initiatives and clarified timelines for planning deliverables.

E. New Business**Discussion of 2025–2026 Deliverables****Accreditation**

- Members agreed that continuing support for the ACCJC Annual Report (April 2025) and Follow-Up Report (October 2025) should remain a deliverable.
- Discussion focused on the need for a framework to ensure standards are consistently met. Some suggested this framework be tied more clearly to PCAB oversight.
- Committee members referenced past accreditation cycles where leads were in place to collect evidence

Program Review & Outcomes Assessment

- Strong emphasis was placed on better integrating program review and outcomes assessment, so results are used in planning and resource allocation.
- Several members commented that the “closing the loop” process needs more evidence and documentation and suggested highlighting best practices from departments already doing this well.
- Conversation will be continued in 9/23 meeting

Additional Suggestions

- Add a deliverable to explicitly track equity-focused planning and outcomes.
- Clarify ownership of deliverables to avoid overlap between committees.
- Ensure all deliverables are tied back to Mesa 2030 reporting cycles to align with long-term planning.

F. Action Items / Next Steps

- **Governance-Flex Week Survey:** Develop and distribute a survey to assess reasons for low session attendance.
- **2025–2026 Deliverables:** Refine draft deliverables and bring forward for committee approval at the next meeting.
- **Accreditation Reporting:** Continue preparation for ACCJC Annual Report (April 2025) and Follow-Up Report (October 2025).
- **Integrated Planning Calendar:** Update with 2025–2026 cycle dates and milestones.

G. Announcements

1. [PIEC Meeting Schedule '25-'26.docx](#)

H. Resources

1. [PIEC website](#)

I. Next Meeting

- September 23rd, 2025

J. Adjournment

- Meeting adjourned at **5:00pm**

Minutes Submitted By: Olivia Pryor