

SAN DIEGO MESA COLLEGE

Planning and Institutional Effectiveness Committee | Minutes

05.12.26 | LRC 435 | 3:30 p.m. to 5 p.m.

Membership

Co-Chairs:	Holly Jagielinski (HS&PS); Hai Hoang (IE)
Administration:	Victoria Millers (SS); Ryan Shumaker (I)
Classified Professionals:	Courtney Lee (SS); Ayana Woods (CS); <i>Vacant (I); Vacant (AS)</i>
Faculty:	Mary Gwin (AS); Blythe Barton (ES); Lisa Shapiro (B&T); Michelle Rodriguez (SBSMS); Derek White (SS-Counseling); Ian Duckles (Chair of Chairs); Lisa Burget (LRC); Liza Rabinovich (H); <i>Vacant (A&L); Vacant (M&NS)</i>
Student Representative:	Vicki Gonzales
Consultants (Non-Voting):	Ashanti Hands (President); Larry Maxey (SS); Jacqueline Collins (Administrative Services); Isabel O'Connor (I); Alex Berry (CTE); Leland Simpliciano (AANAPISI & HSI); Michelle Rodriguez (ESC); Tara Hardee Teodoro (I)

Attendees:

Hai Hoang, Holly Jagielinski, Mary Gwin, Lisa Shapiro, Ian Duckles, Lisa Burgert, Leland Simpliciano, Victoria Miller, Courtney Lee, Vicki Gonzales, Liza Rabinovich

A. Call to Order

1. This meeting was called to Order by Holly Jagielinski at 3:37 pm.

B. Approval of [April 28th, 2026 Minutes](#)

1. Motioned: Ian Duckles - Seconded: Victoria Miller
2. Abstained: Blythe Barton
3. Outcome: Consensus Approved Minutes

C. Continuing Business

1. Committee Report Outs
 - a. [SET \(Maxey\) & Classified Hiring \(Maxey\)](#) - Not in Attendance
 - b. [BARC \(Collins\)](#) - Not in Attendance
 - c. [Faculty Hiring \(O'Connor / Gwin\)](#)

- i. Mary: Need to find time to share our rubric update ideas with Liza.
- d. Environmental Sustainability (Rodriguez) - Not in Attendance
- e. Diversity, Action, Inclusion, and Equity (Miller)
 - i. Victoria: Chair elections are underway, with new leadership expected by the end of the semester. The committee also presented its annual updates at PCAB.
- f. HSI (Hispanic Serving Institution) (Simpliciano) & AANAPISI Programs (Simpliciano)
 - i. Leland: Asian Pacific American Heritage Month events and opportunities are underway. HSI partners will meet Thursday morning, and the IE team is pursuing eligibility for a new federal institutional grant program expected this summer.
- g. Outcomes Assessment (Rabinovich/Hoang), Program Review (Hoang), Accreditation (Hoang)
 - i. Hai: PR – The committee reviewed program review survey feedback, which highlighted strong support for training and concerns about process clarity, rubric criteria, and funding transparency. Operational updates and minor rubric changes are being considered for next year's regular update cycle supporting Roadmap 2. The next program review kickoff is September 11, with adjusted deadlines and an early-start pilot for Student and Administrative Services.
 - 1. Blythe: Review info and questions should be released earlier for faculty preparation. What guidance and accountability exist for administrative feedback on submissions?
 - a. Hai: An email will confirm next year as a regular program review year, with few changes expected aside from an earlier start option for Student and Administrative Services. In terms of guidance and accountability, do you have initial thoughts on that?
 - i. Blythe: I hear concerns about inconsistent administrative feedback and whether it follows a standard process or individual discretion.
 - 2. Liza: Program review work remains accessible year-round, and faculty may work on it during the summer if they choose.
 - 3. Holly: Will the revised PR process align with the Roadmap and the Mesa 2030 framework?
 - a. Hai: It is my intention to align program review, outcome assessment, and the Roadmap framework, with program

review serving as the implementation mechanism and outcome assessment providing supporting data.

4. Lisa S: There is concern with balancing top-down goals and bottom-up reporting, as well as maintaining flexibility for departments to present and interpret their own data in program review.
 - a. Hai: The proposed program review model aims to balance Roadmap 2 alignment with department input through a reporting and feedback process that moves from departments to college leadership. The model remains under discussion.
5. Blythe: Clearer messaging could help faculty and lead writers understand how program review connects to broader institutional planning and how the information is used.
6. Holly: Include the infographic in PR materials showing how the work fits into the broader institutional framework.
 - a. Hai: The upcoming PCAB retreat will focus on regional planning and implementation feedback.
7. Victoria: Is this information being shared now or will it be addressed at PCAB Retreat?
 - a. Hai: The framework is currently between first and second reading. Approval is planned for next Tuesday's regular PCAB meeting, followed by a retreat focused on division plans, feedback, and implementation strategies.
8. Liza: COA – Next year is proposed as a transition year focused on integrating program review, outcomes assessment, and professional learning processes. A Canvas outcomes assessment pilot is planned for Fall 2026, with alternative reporting options for faculty not using Canvas. Proposed reporting categories include student population, course modality, and term length.
 - a. Mary: How will faculty obtain student population information?
 - i. Liza: The proposal is still preliminary and may be revised. Faculty could self-report student populations based on the types of courses they teach while the college continues exploring Canvas and non-Canvas assessment reporting options.

2. SPAA – No Update: TBD

3. Governance Handbook

- a. Reminder: review the current draft handbook
 - i. Hai: The Governance Handbook draft was reviewed and reorganized from the previously approved version to focus more specifically on governance content. Please review the document and provide comments or suggested edits (between now and the next PIEC meeting).
 - ii. Holly: The handbook is intended to be a living document that depends on committee input and ongoing updates to remain current and user-friendly.
- b. Discussion: what additional items should be included in the handbook
 - i. Hai: The team will continue researching governance practices at other colleges and requested additional feedback.

4. Confirmation of committees and chairs

- a. Hai: We will review governance committee lists to improve accuracy for upcoming communications and Governance 101 outreach.
- b. Holly: A Governance 101 breakout session will be offered during convocation, and identified chairs will receive follow-up information by email.
- c. Blythe: We should clarify committee classifications through convocation or professional learning. There is concern about inconsistent committee designations and how those classifications affect accountability and representation.

D. New Business

- 1. Revisit 2025-26 deliverables and draft new goals

Hai: Completed – Accreditation, Ongoing – PR and OA, Governance and Roadmap Oversight Deliverables (add to 2026-2027 Deliverables)

- 2. Membership
 - a. Holly: If there are any changes with your membership, let us know so we can account for that.
 - b. Hai: We have a couple vacancies as well as talk to colleagues about participating in PIE.
- 3. Take the Governance survey: <https://www.surveymonkey.com/r/7NHLX2V>
 - a. Courtney: Think about adding a “neutral” or “don’t know” option to certain questions.

Minutes Submitted by: Brenna Bonikowske

Approved on 9/22/26

- 1. Approved – Motioned: Mary Gwin | Seconded: Victoria Miller | Abstained: Ayana Woods