

SAN DIEGO MESA COLLEGE

Planning and Institutional Effectiveness Committee

10.14.25 Minutes

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

Attendees: Co-Chairs: Holly Jagielinski and Hai Hoang

Administration: Victoria Miller (SS), Ryan Shumaker (I)

Classified Professionals: Courtney Lee (SS), Ayana Woods (CS)

Faculty: Mary Gwin (AS), Blythe Barton (ES), Lisa Shapiro (B&T), Holly Jagielinski (HS&PS), Ian Duckles (Chair of Chairs), Lisa Burgert (LRC)

Consultants: Ashanti Hands (President), Larry Maxey (SS), Isabel O'Connor (I), Toni Parsons (HSI), Leland Sempliciano (AANAPISI), Tara Hardee Teodoro (I)

Administrative Support: Olivia Pryor

A. **Call to Order:** The meeting was called to order by Hai Hoang at 3:36pm

B. **Approval of Minutes:** Approval of [9.23.25 Minutes](#)

1. Motioned by Ian; seconded by Ayana; abstained: Lisa Burgert; minutes were approved.

C. **Continuing Business**

1. Committee Report Out

- **SET (Maxey):** Provided brief report; ongoing coordination with program leads.
- **BARC (Legaspi):** Absent - No report. Ian Duckles noted the need to review/update committees charges overall to ensure alignment with title 5, ACCJC and other requirements
- **Classified Hiring (Maxey):** Liza Abuyo and Larry Maxey to meet and develop a plan and timeline.
- **Faculty Hiring (O'Connor/Gwin):** Training for new members in progress.
- **Environmental Sustainability (Rodriguez):** Updates pending.
- **Diversity, Action, Inclusion, and Equity (Miller):** Unite Week messaging was successful; positive campus feedback and yard signs were placed throughout campus.
- **Accreditation (Hoang):** ACCJC Site Visit scheduled for October 27. Main discussion (9:15–10:30 a.m.) will address Mesa's response to 2 recommendations.
- **Program Review (Hoang):** Training continues; managers and lead writers should start the writing process for both resource request and program review.
- **Outcomes Assessment (Rabinovich):** Shared reminders about upcoming training opportunities. COA raised concerns about the 20 hours being too much. No changes for Fall 2025. Flex for DOCs to be discussed further at the next meeting. The committee decided

that new courses would be assessed the first time they are offered, and then to follow our 4-year timeline per department's schedule of assessment. Concerns were raised about current outcomes and curriculum processes and the need to make it sustainable for the future. There was a suggestion from a PIEC committee member to proceed to adjust the FLEX as needed.

- **HSI (Parsons):** Received an unplanned \$350,000 in additional funds, with existing funds secured through September 2026. Discussion ongoing regarding budget and surplus use. The program has 2 years worth of money for only 1 year left. The grant money is through September 30, 2026.
- **AANAPISI (Simpliciano):** Provided update on appeal for future grant eligibility. Upcoming initiatives include Study Jams and Filipino American History Month events.

2. Accreditation Timeline Proposal

- Holly Jagielinski reviewed the draft timeline proposed by Lorenze. This timeline has been shown to Hai. Current plan is to present a proposed draft for review/approval in PIE's December 2025 meeting with a suggested implementation of spring 2026.

3. PIE Deliverables (Appendix 1)

- The Committee reviewed and approved the **2025–26 PIEC Deliverables**.
 - **All members voted and approved**
- Ryan Shumaker discussed differences between finite task forces and ongoing committee structures.
- **The committee agreed to highlight a reporting committee in each meeting starting in spring semester. Will discuss structure in upcoming 10/28 meeting.**

D. New Business

1. Integrated Planning (IP) Calendar 2025–26

- Hai led a discussion on the purpose and use of the IP Calendar—revisiting why it was created, how it is currently being used, its content (which committees or areas should be listed), and accountability for updates (who should maintain each section). The group also discussed whether to continue maintaining the IP Calendar moving forward.
- The current calendar outlines monthly activities for each committee or group to support alignment and synchronization across governance processes.
- Isabel O'Connor shared that maintaining the calendar may be creating unnecessary work.
- Ashanti Hands shared that the calendar originated in 2011 as part of an accreditation response and emphasized its role in promoting cross-governance coordination.
- Lisa Shapiro suggested adding a column to connect each activity to the Mesa2030 goals.
- The committee will continue this discussion at the next meeting.

2. Governance Handbook Edits 2025–26

- Hai briefly shared the current updating process
- Discussion will be revisited at the next meeting.

E. Action Items / Next Steps

- Members review the Integrated Planning Calendar (link in the meeting invite) before the next meeting.
- Review the 2011 Integrated Planning and PIE documentation to confirm its origin as an accreditation requirement and cross-reference resource request connections.
- Review the 2025 ACCJC Standards to determine references to Integrated Planning or related processes.
- Develop a committee website review schedule, auditing one committee per meeting to verify posting of agendas and minutes.
- Confirm PIE Deliverables are posted and shared with governance groups by Administrative Support

F. Announcements

1. [PIEC Meeting Schedule '25-'26.docx](#)
2. Next Meeting: 10.28.25

G. Resources

1. [PIEC website](#)
2. [Integrated Planning Calendar 25-26](#)

H. Adjournment: The meeting adjourned at 5:00 p.m.

Minutes submitted by: Olivia Pryor

Minutes approved: 10.28.25

Appendix 1: Proposed PIEC 25-26 Deliverables

Focus Area	Goal / Deliverable	Measure of Success / Evidence	Target Date
Accreditation	Support the Site Visit by demonstrating full resolution of two ACCJC recommendations.	Successful site visit conducted; ACCJC visiting team affirms that all deficiencies are resolved and recommends reaffirmation of accreditation.	November 2025
	Submit the 2026 ACCJC Annual Report with a meaningful institutional review.	Data are valid and actionable; meaningful discussions occur prior to submission, with	April 2026

		key insights and follow-up actions documented; report is submitted on time.	
	Recommend a sustainable accreditation accountability framework for PCAB approval.	PIEC drafts and reviews a framework outlining roles, responsibilities, and process/structure; Framework is approved by PCAB and integrated into institutional planning processes.	Spring 2026
	Coordinate and publish a 7-year accreditation timeline (ongoing documentation report, Annual report, Midterm report, ISER)	Establish a 7-year accreditation timeline; Integrate that timeline into the annual IP calendar; (Re)establish a sub-group from PIEC to coordinate ACCJC work (ongoing, Annual Report, Midterm (2028), ISER (2031))	Spring 2026
Program Review & Outcomes Assessment	Ensure the development of an integrated structure for Program Review and Outcomes Assessment that ensures accreditation compliance and fosters continuous improvement.	Ensure that the Program Review and Outcomes structure/process is integrated and aligned with ACCJC; The integration is endorsed by PIEC; Evidence for improvements documented in 2026 PR and OA cycle and as a part of ongoing ACCJC documentation	Ongoing (Spring–Fall 2026)
Governance	Maintain an accurate and updated Committee Inventory and charges	Updated inventory by the end of Fall semester Review and support the updating process for committee's charges	Fall 2025 & Spring 2026
	Administer and analyze the bi-annual Governance Survey for trend identification and recommendations.	Survey administered; Support high survey response rate; Results are analyzed and shared at PIEC; come up with a tentative improvement plan	End of Spring 2026
Roadmap Oversight	Support the development of Mesa 2030 Roadmap, Part 2.	Draft completed by Mesa2030 workgroup, and reviewed by PIEC	End of Spring 2026
	Support the integration of Mesa 2030 Roadmap objectives into the 2026–2027 Program Review and resource allocation process.	Roadmap priorities referenced in PR process and resource allocation rubric for 2026–27 cycle	Fall 2026