

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

October 13, 2015
3:30 p.m. – 5:00 p.m., A-104

ATTENDEES	Madeleine Hinkes, Co-Chair (Excused)	Brianna Hays
	Angela Liewen, Co-Chair	Leroy Johnson
		Trina Larson (Excused)
	Rachelle Agatha (Excused)	Pamela Luster
	Mariam Ahmed (Excused)	Tim McGrath
	Danene Brown	Kim Perigo
	Kristan Clark	Charlotta Robertson
	Meegan Feori	Monica Romero (Excused)
	Rob Fremland (Excused)	Peter White
	Ashanti Hands	

Agenda Item A: Call to Order: By Liewen at 3:34 p.m. in A-104.

DISCUSSION	<p>Approval of September 22, 2015 Minutes</p> <ul style="list-style-type: none"> The minutes draft was emailed to PIEC prior to the meeting for review. The Minutes were approved by consensus.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> Post to the PIEC minutes webpage. 	<ul style="list-style-type: none"> Ginger Davis 	<ul style="list-style-type: none"> Before the next PIEC meeting.

Agenda Item B: Continuing Business

DISCUSSION	<p>Update of Institutional Planning Guide</p> <ul style="list-style-type: none"> Requested the committee to review the entire document for feedback. Anyone assigned an area should send their input to Madeleine Hinkes by October 27th to be incorporated in the guide. Correct second bullet point to reflect as HSI.
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	<ul style="list-style-type: none"> • Page 4: Accomplishments in 2014-2015 <ul style="list-style-type: none"> ○ Bullet 6- change “oversaw” to “reviewed”. ○ Bullet 8- change “discussed” to “identified and agreed upon”. • Page 9: Participatory Governance <ul style="list-style-type: none"> ○ Liewen will submit modifications to the classified staff section <p>Update of Integrated Planning Calendar 2015-16</p> <ul style="list-style-type: none"> • This is an internal document. • The Integrated Planning Calendar 2015-2016 was M/S/C by White and Perigo to be recommended to President’s Cabinet for final approval. <p>IEPI Team visit on November 12, 2015</p> <ul style="list-style-type: none"> • The latest draft of the IEPI Team visit schedule was discussed. Hinkes has been in contact with the IPEI Team CEO to prepare for this visit. • Faculty are highly encouraged to attend. • Peter White will send out an announcement to the Student Services areas. He requests a small paragraph about the visit to provide in his announcement.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Send a short paragraph to Peter White regarding the IPEI Team visit so he can send an announcement to the Student Services areas. 	<ul style="list-style-type: none"> • Madeleine Hinkes 	<ul style="list-style-type: none"> • As soon as possible; before November 12, 2015.

Agenda Item C: New Business

DISCUSSION	<p>SDCCD Integrated Planning Framework (Angela Liewen)</p> <ul style="list-style-type: none"> • A revised version of the Planning Framework was presented. • Suggestions from all the campuses were incorporated. • This is a non-voting item; presented for informational purposes only. • This SDCCD Integrated Planning Framework will help provide a visual in how governance is handled between the colleges and the district in terms of supporting accreditation efforts.
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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 D: Research

DISCUSSION	<p>Bri Hays: (10 minutes)</p> <ul style="list-style-type: none"> • A powerpoint titled, “Revisiting Our Institution Set Standards”, was presented. • Institution-Set Standards are key performance indicator benchmarks. It allows for comparison of actual performance to standards in a number of
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areas.

- Some of these benchmarks include: Success rates; Retention rates; students who received degrees, certificates, and any award; Transfers; and CTE program licensure exam pass rates and employment outcomes.
- Institution Set-Standards are used during the accreditation assessment process to assess whether we use institutionally-identified standards to show student success and institutional performance.
- Currently, each year our institution set- standards change; 5-year moving average. This year we need to revisit our set standards.
- The goal is to finalize our new set standards by our fall retreat. We need to set standards for the following indicators:
 - Course Success Rate- pass rate (A,B,C and P); duplicated
 - Persistence/Retention- fall, spring, fall (continuous enrollment for 3 semesters)
 - Graduates: Associate Degrees- unduplicated head count; include Associate Degrees for Transfer
 - Graduates: Certificates- includes Certificates of 18 units or more (i.e. would like to see data with 12 units or more to compare)
 - Graduates: Associate Degree or Certificates
 - Transfers- Source is from the SDCCD Transfer Reports
- Discussion around the following areas occurred:
 - Historical data was reviewed and Institution- Set Standard recommendations were provided for each indicator:
 - Fall Course Success Rate: 10-Year Average = 68%; PIEC recommendation = 71%
 - Retention/Persistence: 10-Year Average = 46%; PIEC recommendation = 53%
 - Graduates: Associate Degrees: 10-Year Average = 1,022; PIEC recommendation = 1,200 (or approximately 10%). Note: the district has already set a standard for us; need to check what this is?)
 - Graduates: Certificates; 10-Year Average = 306; PIEC recommendation = TBD; this will be tabled for the next meeting so that certificates with 12 units or more can be presented and discussed before providing a recommendation.
 - Graduates: Associate Degree or Certificates: 10-Year Average = 1,169 ; TBD; PIEC recommendation = TBD
 - Transfers: 10-Year Average = 1,908; PIEC recommendation = 1,900

Suggestion was to note a few bullets under each Institution- Set Standard recommendation to provide reasoning for our decision.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> Send PIEC recommended rates to campus constituents for vetting to bring back to PIEC for a future meeting to have ready for the fall retreat. Provide data on graduates with certificates of 12 or more units and graduates with associate degrees or certificates of 12 units or more 	<ul style="list-style-type: none"> Bri Hays Bri Hays 	<ul style="list-style-type: none"> October 27, 2015 TBD

Agenda Item E: Accreditation

DISCUSSION	Danene Brown: (5 minutes) <ul style="list-style-type: none"> No report.
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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: Student Success/Equity/Title V:

DISCUSSION	Monica Romero/ Ashanti Hands: <ul style="list-style-type: none"> Ashanti Hands presented: The Converging Influence of Masculinity and Racial Identity on Student Success for Men of Color in Community Colleges Workshop on 10/21/15 at 10:30 a.m. in LRC 435 Promoted the Online Teaching Men of Color Certificate that is now available, free of charge to the Mesa College Community. Registration and information at http://coralearning.org/registration/mesa 2nd email provided has information (dates included in this email)
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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 G: Program Review

DISCUSSION	Madeleine Hinkes: <ul style="list-style-type: none"> No report.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item H: Committee on Outcomes and Assessment (COA)

DISCUSSION	Kris Clark: <ul style="list-style-type: none"> • No report. 	
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item I: BARC

DISCUSSION	Angela Liewen: <ul style="list-style-type: none"> • The \$400,000 funds for technology expenses was approved by the President's Cabinet and will be used this Fall. • October 13th BARC meeting was cancelled. 	
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item J: Faculty Hiring Priorities Committee (FHPC)

DISCUSSION	Rob Fremland: <ul style="list-style-type: none"> • No report. 	
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item K: Classified Hiring Priorities Committee (CHPC)

DISCUSSION	Trina Larson: <ul style="list-style-type: none"> • No report. 	
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item L: Goals for 2015-2016

DISCUSSION	<ol style="list-style-type: none">1. Ensure our actions address our strategic goals2. Work towards improvement of institutional effectiveness3. Meet accountability obligations (ACCJC, IEPI)4. Review mission, vision, and values and Institutional Learning Outcomes (ILOs)
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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 L: Adjournment

DISCUSSION	<ul style="list-style-type: none">• Meeting was adjourned by Liewen at 4:55 p.m.
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Next Meeting: Tuesday, October 27, 2015, 3:30 p.m. – 5:00 p.m., LRC 435

Submitted by: Virginia Enriquez, Senior Clerical Assistant, Administrative Support

Approved on: October 27, 2015