

San Diego Mesa College  
PIE Committee  
Meeting Notes

September 8, 2015  
3:30 p.m. – 5:00 p.m., A-104

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

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

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• <b>Introductions</b> <ul style="list-style-type: none"> <li>○ Roundtable introductions were made.</li> </ul> </li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

**Agenda Item B: Continuing Business**

<b>DISCUSSION</b>	<p><b>Orientation (Madeleine Hinkes)</b></p> <ul style="list-style-type: none"> <li>• A PowerPoint titled, “Strategic Planning on the Mesa” was presented.</li> <li>• This was a brief background on how the PIE Committee formed and what the Committee’s role is in supporting changes and plans at the college.</li> <li>• “Integrated” was defined as assuring all elements of planning (academic, resources, facilities) are interconnected.</li> <li>• The committee comprises various individuals from the campus to assure</li> </ul>
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	<p>fair representation from all areas (i.e. administration, classified, faculty, students).</p> <ul style="list-style-type: none"> <li>• This Committee ultimately reviews and evaluates the annual processes at the college to assure annual goals are met. Feedback acquired from surveys guide annual planning processes for the upcoming year.</li> </ul> <p><b>Binders</b></p> <ul style="list-style-type: none"> <li>• Each new member was provided a binder. Returning members received PIEC resources and inserts for each academic meeting.</li> <li>• Each reference document was briefly reviewed. <ul style="list-style-type: none"> <li>○ PIEC Meeting Schedule</li> <li>○ Purpose/Membership/Goals</li> <li>○ PIE Membership History</li> <li>○ Appendix B, Part II: ACCJC Rubric for Evaluating Institutional Effectiveness- Planning</li> <li>○ Annual Integrated Planning Cycle</li> <li>○ SD Mesa College Multi-Year Assessment and Evaluation Cycle</li> <li>○ Strategic Directions and Goals (May 20, 2014)</li> <li>○ SDCCD Strategic Plan 2013-2017</li> <li>○ 2013-19 Education Master Plan brochure</li> </ul> </li> </ul> <p><b>Approval of May 12, 2015 Minutes</b></p> <ul style="list-style-type: none"> <li>• The minutes draft was emailed to PIEC prior to the meeting for review.</li> <li>• On page 2 under Agenda Item B, add T from SMART for time bound.</li> <li>• The Minutes were M/S/C by Romero and Perigo with the one edit noted in Agenda Item B.</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Post to the PIEC minutes webpage.</li> </ul>	<ul style="list-style-type: none"> <li>• Ginger</li> </ul>	<ul style="list-style-type: none"> <li>• Before next PIEC meeting.</li> </ul>

**Agenda Item C: New Business**

<b>DISCUSSION</b>	<p><b>SDCCD Integrated Planning Framework (Angela Liewen)</b></p> <ul style="list-style-type: none"> <li>• We have a new vice chancellor, Dr. Stephanie Bulger, for the District Strategic Planning and Development Committee.</li> <li>• A draft of the Districtwide Integrated Planning Framework and Resource Allocation Model was presented and briefly discussed.</li> <li>• Feedback shared was that the graphic is confusing and misleading; it appears as if the colleges are not involved in the district strategic planning.</li> <li>• Recommendations for the graphic model include: <ul style="list-style-type: none"> <li>○ Having the students noted at the center of the graphic.</li> <li>○ Having the colleges within the graphic structure rather than outside of the model.</li> <li>○ Noting external audience or communities/committees on graphic.</li> </ul> </li> <li>• Faculty representation is needed for this committee; Leroy Johnson</li> </ul>
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	<p>volunteered to fill this vacancy.</p> <ul style="list-style-type: none"> <li>• There are 3-4 individuals on this Committee from each SDCCD campus.</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Send Angela Liewen any graphic model feedback.</li> </ul>	<ul style="list-style-type: none"> <li>• PIEC</li> </ul>	<ul style="list-style-type: none"> <li>• As soon as possible.</li> </ul>

**Agenda Item D: Research**

<b>DISCUSSION</b>	<p><b>Bri Hays:</b></p> <ul style="list-style-type: none"> <li>• No report at this time.</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>

**Agenda Item E: Accreditation**

<b>DISCUSSION</b>	<p><b>Danene Brown:</b></p> <ul style="list-style-type: none"> <li>• A brief presentation was given as it relates to the accreditation timeline.</li> <li>• Background information was provided sharing what events occurred that have led to our current status.</li> <li>• Summer 2015, a draft of the self-evaluation was assembled.</li> <li>• Fall 2015 activities: <ul style="list-style-type: none"> <li>○ constituent reviews of draft self-evaluation</li> <li>○ brown bag discussions</li> <li>○ online feedback system will be implemented</li> <li>○ “Campus Labs” software will be incorporated</li> </ul> </li> <li>• Spring 2016, goal is to have a completed draft of the Mesa Self-Evaluation.</li> <li>• Summer 2016, goal is to incorporate feedback into the draft.</li> <li>• Fall 2016, final draft vetted and finalized.</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>

**Agenda Item F: Student Success/Equity/Title V:**

<b>DISCUSSION</b>	<p><b>Ashanti Hands/Monica Romero:</b></p> <ul style="list-style-type: none"> <li>• Ashanti Hands presented the areas of focus for SSSP including assessments, orientation, education planning, and follow-up services.</li> <li>• The Student Success report is due in October 2015.</li> <li>• The Equity report is due November 23, 2015. Equity gaps were identified;</li> </ul>
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	<p>data is being presented in a way that is understood by our community.</p> <ul style="list-style-type: none"> <li>• All reports will filter through PIEC so the Committee will be involved in the approval process.</li> <li>• A data presentation by our Campus-Based Researcher will be given on September 30, 2015 to the campus community.</li> <li>• On October 16<sup>th</sup>, we will have the first student success and equity meeting.</li> <li>• Hispanic Serving Institute (HSI) update: October 1<sup>st</sup> is the one-year anniversary since we received our funding. A report regarding achievements, goals, and plans will be sent to the Department of Education.</li> <li>• The Learning Opportunities for Transformation (LOFT), a workspace to support professional development for all employees, is currently being implemented.</li> <li>• The Peer navigator program has been a success. Peer Navigators now have their own office area in the student services building.</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

**Agenda Item G: Program Review**

<b>DISCUSSION</b>	<p><b>Madeleine Hinkes:</b></p> <ul style="list-style-type: none"> <li>• Now open for business.</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

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

<b>DISCUSSION</b>	<p><b>Kris Clark:</b></p> <ul style="list-style-type: none"> <li>• Two goals: complete the current cycle and define what the new cycle will look like.</li> <li>• COA will be revisiting the Institutional Learning Outcomes (ILOs) and adjusting them as needed.</li> <li>• Outcomes Coordinator: revised snapshot reports will be distributed to all deans. Clark will be meeting with all deans and service areas to review this information.</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

**Agenda Item I: BARC**

<b>DISCUSSION</b>	<b>Rachelle Agatha:</b> <ul style="list-style-type: none"> <li>• No report at this time.</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>

**Agenda Item J: Faculty Hiring Priorities Committee (FHPC)**

<b>DISCUSSION</b>	<b>Rob Fremland:</b> <ul style="list-style-type: none"> <li>• No report at this time.</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Send rubric to PIEC.</li> </ul>	<ul style="list-style-type: none"> <li>• Terry Kohlenberg</li> </ul>	<ul style="list-style-type: none"> <li>• ASAP</li> </ul>

**Agenda Item K: Classified Hiring Priorities Committee (CHPC)**

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

**Agenda Item L: Goals for 2015-2016 (Proposed)**

<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. Ensure our actions address our strategic goals</li> <li>2. Work towards sustained continuous quality improvement of institutional effectiveness</li> <li>3. Meet accountability obligations             <ol style="list-style-type: none"> <li>A. IEPI-                 <ol style="list-style-type: none"> <li>1. Comes from the state chancellor’s office</li> <li>2. Student success data, financial data, etc.</li> <li>3. Grant funding is provided for travel, etc.</li> <li>4. Brings experienced people from other colleges that are successful with accreditation to help colleges approaching accreditation.</li> <li>5. Partnership Resource Team (PRT)</li> </ol> </li> </ol> </li> <li>4. Program Review annual updates</li> </ol>
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	<ul style="list-style-type: none"> <li>5. Institutional Effectiveness Partnership Initiative (IEPI)</li> <li>6. Accreditation 2017</li> <li>7. Outcomes assessment; revisit ILOs</li> <li>8. Equity Review Vision and Values</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Update Goals</li> </ul>	<ul style="list-style-type: none"> <li>• Madeleine Hinkes</li> </ul>	<ul style="list-style-type: none"> <li>• September 22, 2015</li> </ul>

**Agenda Item L:      Adjournment**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• Meeting was adjourned by Hinkes at 4:48 p.m.</li> </ul>
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**Next Meeting: Tuesday, September 22, 2015, 3:30 p.m. – 5:00 p.m., A-104**

Submitted by: Ginger Davis, Senior Secretary, Administrative Support  
 Approved on: 9/22/15