

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

March 25, 2014
3:30 p.m. – 5:00 p.m., A-104

ATTENDEES	Jill Baker, Co-Chair	Sarah Farmer (Excused)
	Madeleine Hinkes, Co-Chair	Ashanti Hands
	Donald Abbott (Excused)	Bri Hays (Excused)
	Rachelle Agatha	Terry Kohlenberg
	Julie Barnes (Excused)	Angela Liewen
	Danene Brown	Pamela Luster
	Richard Chagnon	Tim McGrath
	Jennifer Cost	Monica Romero
	Jan Ellis (Excused)	

Agenda Item A: Call to Order: By Hinkes at 3:39 p.m., in A-104.

DISCUSSION	<p>Approval of March 11, 2014 Minutes</p> <ul style="list-style-type: none"> The Minutes were officially M/S/C by McGrath and Kohlenberg as submitted. Cost and Liewen abstained; they were not present at the meeting.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> Post on the PIEC Website. 	<ul style="list-style-type: none"> Ginger Davis 	<ul style="list-style-type: none"> Before next meeting.

Agenda Item B: Continuing Business

<p>DISCUSSION</p>	<p>Review of EMP Findings and Strategic Directions:</p> <ul style="list-style-type: none">• Baker discussed the revised Initial Draft of the Strategic Directions and Goals v.3.• STRATEGIC DIRECTION 1: Deliver, advance, and support a teaching and learning environment that enables students to achieve their educational goals.<ul style="list-style-type: none">○ Strategic Goal 1.2- Equity is both access and success. Access goes beyond the needs of the community.○ Strategic Goal 1.3- Discussed instruction and support. These are more “the big picture”.○ Strategic Goal 1.4.4- questioning regarding reference to the LRC being under “Advance practices in support of student success.” It will remain here because it supports student success here at Mesa; however, it can be discussed during campus vetting.• STRATEGIC DIRECTION 2: Build and sustain a sense of community that extends across campus and constituencies, nurturing collaboration, learning, growth, and diversity.<ul style="list-style-type: none">○ Strategic Goal 2.3- Improve communication across the campus.○ Strategic Goal 2.4- Assure participatory committee structure; assure transparency in decision making.• STRATEGIC DIRECTION 3: Build and sustain pathways in support of the comprehensive community college mission.• STRATEGIC DIRECTION 4: Support innovation in our practices.<ul style="list-style-type: none">○ Strategic Goal 4.4- Advance business practices and decision making in support of efficiencies. The committee requested to rephrase this sentence, which refers to College: District interface.• STRATEGIC DIRECTION 5: Support personal and professional growth of our employees.<ul style="list-style-type: none">○ Strategic Goal 5.1- Promote professional development in teaching and learning, using technology to advance student learning, and developing engagement strategies to enhance student learning.<ul style="list-style-type: none">▪ Difference between personal and professional development. (i.e. yoga= personal development vs. computer class=professional development)• STRATEGIC DIRECTION 6: Serve as stewards of our resources and advance effective practices in support of accountability.<ul style="list-style-type: none">○ Strategic Goal 6.3- Assure external accountability requirements are met. (i.e. requirements needed over and above (i.e. financial aid, program requirements, etc.)).• Baker continued presentation with reference to the other handout titled, “Crosswalk between 2007 with Proposed 2014 Strategic Directions, Goals and Objectives”.• This document shows how the new Strategic Directions, Goals, and
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	<p>Objectives align with the Goals from 2007.</p> <ul style="list-style-type: none"> • Luster noted that the crosswalk document needs to be presented to the Educational Master Plan (EMP) Steering Committee first. Also, there is a need to revise terms on the document (i.e. 2007 Goals could be rephrased as “Current Goals”). • Hands pointed out reference to diversity and a need to clarify this topic on the handout. Cost agreed with the need for clarification. • McGrath suggested to put Strategic Direction 2 under the 2007 Goal titled, “To cultivate an environment for employee engagement, professional development, leadership, and personal well-being.” • Strategic Directions and Goals will be the new goals for the college.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Correct numbering on Strategic Goal 1.4 • Clarify Student Equity Plan 1.2.2. • Revise sentence structure for 2.4 • Revise Strategic Goals 4, 4.4- sentence structuring. Use district-college interface. • Revise wording on Strategic Goal 5.1; take this back to the EMP Steering Committee. Include verbiage regarding personal and professional development. 	<ul style="list-style-type: none"> • Jill Baker 	<ul style="list-style-type: none"> • Before next meeting.

Agenda Item C: New Business

DISCUSSION	<p>Faculty Hiring Priorities Committee (FHPC)</p> <ul style="list-style-type: none"> • Luster shared that there is an additional piece of data that could have been helpful in prioritizing the applications. Luster proposes that the FHPC receive this extra piece of data that was in their submitted Program Review in order to move forward with the prioritization piece. • Objective criteria, in question #1, could have been revised. • McGrath will take the lead on this and inform the Office of I.E. on exactly what is needed. <p>Classified Hiring Priorities Committee (CHPC)</p> <ul style="list-style-type: none"> • Per Romero, the CHPC list is ready and is being forwarded to Luster for approval. <p>Society of College and University Planning (SCUP)</p> <ul style="list-style-type: none"> • Conference attended by Luster, Baker, Hays, Hinkes over the weekend in Hollywood, CA. • Presented workshop on “Seamless Integration and Alignment of Planning, Evaluation, and Resource Allocation”. • Luster provided the Big-Level perspective, Baker presented on Integrated Planning, Hays presented on Evaluation and Assessment; Hinkes presented on Higher Ed Culture. • Overall community response was positive.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> Provide additional information for FHPC to move forward on prioritizing the list. 	<ul style="list-style-type: none"> Jill Baker 	<ul style="list-style-type: none"> TBC; end of April.

Agenda Item D: Accreditation (Julie Barnes)

DISCUSSION	<p>Report on Brown Bag Session</p> <ul style="list-style-type: none"> Brown shared that there were two meetings held. Both sessions were well received. Chris Sullivan was engaging in his presentation on what accreditation entails and how we will respond in our self-evaluation. Additional meetings regarding the gap analysis will be held; more information will be presented at future meetings.
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Agenda Item E: Educational Master Plan

DISCUSSION	<ul style="list-style-type: none"> N/A
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Agenda Item F: Program Review (Jill Baker- 5 min.)

DISCUSSION	<ul style="list-style-type: none"> The first draft of the comprehensive module is currently being reviewed by the Program Review (PR) Co-chairs. The PR committee will review the document at the next meeting.
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Agenda Item G: Learning Assessment Task Force (Julie Barnes- 5 min.)

DISCUSSION	<p>Revised Operational Definitions for ILO's</p> <ul style="list-style-type: none"> On behalf of Barnes, Hinkes shared that the original six Institutional Learning Outcomes (ILO) remain as titled; however, LATF has drafted current operational definitions to help clarify the content of the ILO's. These new operational definitions will go to the Academic Senate on Monday before they are presented to PIEC.
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Agenda Item H: BARC (Madeleine Hinkes- 5 min.)

DISCUSSION	<ul style="list-style-type: none"> BARC request forms are being revised to make them more like the Faculty Hiring request forms. The revised form will be presented to Jill Baker to see how it will be incorporated into TaskStream.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> Check the BARC calendar and confirm that Jill Baker is on the agenda for the next meeting. 	<ul style="list-style-type: none"> Ginger Davis 	<ul style="list-style-type: none"> Before next meeting.

Agenda Item I: Goals for 2013-2014

DISCUSSION	<ul style="list-style-type: none"> Improve Website and Links “Tag” Documents for Accreditation File Improve Communication Revise Key Performance Indicators Rollout the EMP Once Completed and Approved Begin Preparations for Accreditation Self Study Update Research Planning Agenda Review Planning Cycle/Accreditation/Allocation Timeline
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Agenda Item J: Adjournment

DISCUSSION	<ul style="list-style-type: none"> Meeting was adjourned by Hinkes at 4:57 p.m.
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Next Meeting: Tuesday, April 8, 2014, 3:30 p.m. – 5:00 p.m., A-104

Submitted by Ginger Davis, Senior Secretary,
 Administrative Support
 Approved on: 4/8/14