

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

September 9, 2014
3:30 p.m. – 5:00 p.m., A-104

ATTENDEES	Madeleine Hinkes, Co-Chair	Jennifer Cost
	Angela Liewen, Co-Chair (Proxy for M. Romero)	Ashanti Hands (Absent)
		Bri Hays
	Rachelle Agatha	Terry Kohlenberg (Absent)
	Angela Arreaga	Pamela Luster
	Julianna Barnes	Tim McGrath
	Danene Brown (Proxy for A. Hands)	David Palomino (Absent)
	Richard Chagnon (Proxy for T. Kholenberg)	Monica Romero (Absent)
	Espen Correll	Charlie Zappia (Absent)

Agenda Item A: Call to Order: By Hinkes at 3:41 p.m. in A-104.

DISCUSSION	<p>Approval of May 13, 2014 Minutes</p> <ul style="list-style-type: none"> • The Minutes were officially M/S/C by Brown and Chagnon with the corrections noted below from Brown and Correll. • Add Business and Technology emphasis to David Palomino’s notation. • Correct spelling for Espen Correll.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Post approved minutes to 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

DISCUSSION	<p>Length of Terms:</p> <ul style="list-style-type: none">• Hinkes shared her findings from 2011. A handout showing membership since 2011 was provided.• Term lengths were noted for 2 years but nothing was official and term lengths could be adjusted to support committee representation requirements.• A member rotation suggestion was to keep the experienced members as consultants and have the new committee members as voting members. <p>IP Guide:</p> <ul style="list-style-type: none">• Hinkes followed up on a comment from Romero from the last meeting regarding links not working in the IP Guide and confirmed that they will be checked before the IP Guide is posted.• Hinkes mentioned about Kohlenberg's comment from the last meeting regarding the distribution of reports to BARC. That has been updated to reflect more clearly in the IP Guide.• IP Guide is in the works and will be presented once completed.
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Agenda Item C: New Business

DISCUSSION	<p>IP Calendar:</p> <ul style="list-style-type: none">• Updated Integrated Planning Calendar draft was presented to the committee and briefly discussed.• Hinkes highlighted important deadlines and emphasized trainings that will be offered this academic year.• Once finalized, it will be presented to President's Cabinet for approval.• McGrath suggested beefing up the SLO/AUO Process and Evaluation timeline.• Barnes added that in terms of LAFT support, that committee will help in the process of getting them done and provide more of the meaning behind what SLO's/AUO's mean.• SLO/AUO reports will be provided in TaskStream to support the program review comprehensive process. There are questions in this year's program review that will require input about SLO's/AUO's.• Kris Clark will be providing training support to assist with interpreting SLO/AUO assessment reports.• Cost added that the meaning of SLO's/AUO's is lost. A suggestion was to incorporate SLO/AUO language from TaskStream and add it into the Program Review workspace areas.• In terms of responding to Program Review questions, Luster added to provide more of an overall/general overview of SLO's/AUO's as it relates to a program or service area. Program Review does not ask for a specific
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course's SLO's/AUO's.

- Chagnon suggested maybe looking at adding PIEC to the integrated calendar.

Convocation Outcomes:

- Hinkes provided an overview of the results from each of the breakout groups from the convocation activity.
- A more thorough analysis will be provided at the next PIEC meeting.
- A long-term education master plan 2013-2019 timeline was displayed on screen. The idea is to assure we are working in line with our original educational master plan.
- Luster suggested a possible database be created to incorporate the Strategic Directions activity from the fall convocation. Creating a similar version of the new Accreditation workspace in TaskStream might be something to consider to support this concept.
- A suggestion was made to follow up on Strategic Directions Activity 6.2, regarding the bullet mentioning a lack of feedback after the prioritization processing of BARC, FHP, and CHP.

Title V Grant (Julie Barnes)

- Presented a PowerPoint titled, "Proyecto Exito- Developing Hispanic-Serving Institutional Program- Title V".
- Covered demographic shifts and students by ethnicity. Latino representation has doubled in the last 10 years. 30% of our current population is Hispanic.
- Mesa College is a Hispanic-Serving Institute.
- EMP shows shift in geography from the south and City College.
- Developing Hispanic-Serving Institute (DHSI) Program provides grants to assist in HSI's to expand educational opportunities for, and improve the attainment of, Hispanic students. This will enable the college to create the conditions that lead to higher student retention and completion of our Latino students.
- Major Grant objectives include: 1) Redesigning Basic Skills and Gateway Courses, 2) Initiating New Academic Support and Student Support Systems, 3) Provide Essential Faculty and Staff Development, and 4) Creation of supportive spaces.
- \$2.5 million to be used over 5 years.
- Expected outcomes include: Improvement in basic skills/ESOL progression to college level, reduce the "D/F/W" rates in key gateway courses, improved retention and completion rates.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> Look at possible workspace ideas in TaskStream to support the fall 2014 convocation outcomes. Send fall convocation feedback to the PIEC members. Add PIEC into the Integrated Calendar. 	<ul style="list-style-type: none"> Madeleine Hinkes, Ginger Davis Ginger Davis Madeleine Hinkes 	<ul style="list-style-type: none"> As soon as possible. Before next meeting. Before next meeting.

Agenda Item D: Accreditation

DISCUSSION	<p>Julie Barnes, 5 minutes:</p> <ul style="list-style-type: none"> Barnes briefly shared the new Accreditation website. An overview of the features and individual links of the website was presented. Two brown bag opportunities will be coming up and announced. The first one will be in October. By end of this calendar year, we will have a draft of our self-study. McGrath inquired how PIEC would be involved in the accreditation process. Barnes suggested that the committee will be approving the drafts that will eventually go to the President’s Cabinet.
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Agenda Item E: Educational Master Plan

DISCUSSION	<p>Madeleine Hinkes, 5 minutes:</p> <ul style="list-style-type: none"> Educational Master Plan is currently with the Communications Department. It will be presented at the next board meeting on October 9th. Internal/External Plan, Key findings, implications, etc. will be presented. A Master Plan Findings brochure is included. 50 printed copies of the full Educational Master Plan will be available. The brochure will be printed and provided to the entire campus.
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Agenda Item F: Program Review

DISCUSSION	<p>Madeleine Hinkes, 5 minutes:</p> <ul style="list-style-type: none"> Official Program Review kick-off event is this Friday, 10 a.m. – 12 p.m. in G-101. Not an official training session but an overview of what is expected in this year’s comprehensive program review process.
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Agenda Item G: Learning Assessment Task Force (LATF)

DISCUSSION	Julie Barnes, 5 minutes: <ul style="list-style-type: none">• No Report
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Agenda Item H: BARC

DISCUSSION	Rachelle Agatha, 5 minutes: <ul style="list-style-type: none">• No Report
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Agenda Item I: Faculty Hiring Priorities Committee (FHPC)

DISCUSSION	Terry Kohlenberg, 5 minutes: <ul style="list-style-type: none">• No Report
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Agenda Item J: Classified Hiring Priorities Committee (CHPC)

DISCUSSION	Monica Romero, 5 minutes: <ul style="list-style-type: none">• No Report
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Agenda Item K: Goals for 2014-2015

DISCUSSION	Continue to Improve Website and Links Continue to Improve Communication Put the EMP into Operation: Goals and Measurements Prepare for Accreditation Self Study- October 2016
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Agenda Item L: Adjournment

DISCUSSION	<ul style="list-style-type: none">• Meeting was adjourned by Hinkes at 5:08 p.m.
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Next Meeting: Tuesday, September 9, 2014, 3:30 p.m. – 5:00 p.m., A-104

Submitted by Ginger Davis, Senior Secretary,
Administrative Support
Approved on: 9/23/14