

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

October 27, 2015  
3:30 p.m. – 5:00 p.m., LRC 435

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

**Agenda Item A: Call to Order: By Hinkes at 3:37 p.m. in LRC 435.**

<b>DISCUSSION</b>	<p><b>Approval of October 13, 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>• Ashanti Hands submitted her edits to be incorporated in minutes.</li> <li>• The Minutes were M/S/C by Liewen and Clark.</li> </ul>
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<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<ul style="list-style-type: none"> <li>• Incorporate edits from A. Hands into the minutes</li> <li>• Post to the PIEC minutes webpage.</li> </ul>	<ul style="list-style-type: none"> <li>• Virginia Enriquez</li> <li>• Virginia Enriquez</li> </ul>	<ul style="list-style-type: none"> <li>• Before the next PIEC meeting.</li> <li>• Before the next PIEC meeting after vote.</li> </ul>

**Agenda Item B: Continuing Business**

<b>DISCUSSION</b>	<p><b>Institutional Planning Guide</b></p> <ul style="list-style-type: none"> <li>• Received updates to the guide from CHPC; awaiting updates from BARC,</li> </ul>
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	<p>FHPC and COA.</p> <ul style="list-style-type: none"> <li>Hinkes continues to update information on Student Success and 2014-15 accomplishments (i.e. Summer Cruise).</li> </ul> <p><b>Institution Set Standards</b></p> <ul style="list-style-type: none"> <li>Bri Hays provided update and lead the discussion on the college's standards. Detail found under item D.</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>Hinkes to send a reminder on updates for the Institutional Planning guide.</li> </ul>	<ul style="list-style-type: none"> <li>Madeleine Hinkes</li> </ul>	<ul style="list-style-type: none"> <li>Before the next PIEC meeting.</li> </ul>

**Agenda Item C: New Business**

<b>DISCUSSION</b>	<p><b>Equity Plan (Larry Maxey)</b></p> <ul style="list-style-type: none"> <li>A PowerPoint titled 2015-16 Equity Plan Highlights and Proposed Activities was presented.</li> <li>The plan is based on the California State Chancellor's mandate on college student equity for disproportionately impacted groups which focuses on increasing access, course completion, ESL and basic skills completions.</li> <li>2014-2015 was a year of reflection, analysis of data and continuous data collection.</li> <li>The framework for the Equity Plan has been set and will have to be approved by SDCCD Board of Trustees.</li> <li>2015-16 Summer Work Group- came up with goals which included a timeline consisting of having a baseline year, 4 year and 6 year plan.</li> <li>Mesa's disproportionately impacted groups include African American students, Latino/a students, Pacific Islander students, low-income students, students with disabilities and veterans.</li> <li>Equity Goal-setting Framework <ul style="list-style-type: none"> <li>Analyzed historical data</li> <li>Reviewed equity data and equity gaps</li> <li>Examined how many students would be impacted to achieve equity across different goals and indicators</li> <li>Explored relationships with IEP goals</li> </ul> </li> <li>Overarching Goals for 2015-16 <ul style="list-style-type: none"> <li>Mitigate disproportionate impact</li> <li>Integrate instructional and student support services to support the success of all students</li> <li>Create clear pathways for student completion</li> <li>Increase student engagement</li> <li>Foster equity-mindedness through professional development</li> <li>Integrate and align equity plan with other college plans</li> </ul> </li> <li>2015-16 Proposed Equity-Funded Activities include: Professional Development, Summer CRUISE, Accelerated basic Skills Courses, tutoring</li> </ul>
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	<p>and classroom tutoring, Equity Mini-Grants (program review used to determine gaps in departments to fund activities).</p> <ul style="list-style-type: none"> <li>• Vetting process to be completed by November 16<sup>th</sup> and will then be forwarded to Lynn Neault.</li> <li>• Next step is to continue working on plan.</li> <li>• The following question was asked about categorical groups (EOPS, DSPS); How do we address students who are having issues beyond English and Math (M2C3)?</li> </ul> <p><b>Environmental Sustainability Metrics (Michelle Rodriguez)</b></p> <ul style="list-style-type: none"> <li>• Sustainability Tracking, Assessment &amp; Rating System (STARS) Overview: based on educational master plan's sustainability objective/goal.</li> <li>• The STARS website is a tracking system used by universities and some community colleges that provides a mechanism to measure sustainability.</li> <li>• Central Carolina Community College's data was used as an example of what metrics could be used to measure sustainability. Metrics included: <ul style="list-style-type: none"> <li>○ Engagement (outreach activity),</li> <li>○ Curriculum (course listing and what they are doing in the class)</li> <li>○ Academics</li> <li>○ Operations</li> </ul> </li> <li>• The college is rated on the outcomes of the measurements, and the rating will last for 3 years.</li> <li>• There is an initial membership fee in the amount of \$1,400.00 and an annual renewal fee to utilize the website. The committee discussed the costs of hiring someone to conduct the research and reporting. There is an additional fee to publish information.</li> <li>• Rodriguez has been in contact with City and Miramar about joining STARS.</li> <li>• The committee discussed if it is worth joining STARS and brought up the following ideas/concerns: <ul style="list-style-type: none"> <li>○ Danene Brown: How do we make the use of STARS an institutional effort? Could the Mesa Foundation provide funding?</li> <li>○ Kim Perigo brought forward a discussion on a 3 year plan linking it to curriculum and possibly have students work on research.</li> <li>○ Monica Romero suggested NSF grant and SEEDS as possible funding sources.</li> </ul> </li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Send STARS link to the committee.</li> <li>• Follow up on funding for membership and ongoing costs.</li> </ul>	<ul style="list-style-type: none"> <li>• Madeleine Hinkes</li> <li>• Michelle Rodriguez</li> </ul>	<ul style="list-style-type: none"> <li>• Before next PIEC meeting.</li> <li>• Before next PIEC meeting.</li> </ul>

**Agenda Item D: Research**

<b>DISCUSSION</b>	<p><b>Bri Hays:</b></p> <ul style="list-style-type: none"> <li>• Reviewed the Institution Set-Standards and the committee’s recommendations that were deliberated at October 13<sup>th</sup> meeting.</li> <li>• Information on the college’s standards will be provided to ACCJC. The college will have to provide an explanation of successes and failures.</li> <li>• The committee came to agreement on the following Institutional Set Standards:             <ul style="list-style-type: none"> <li>○ Fall Course Success Rate: (continuous measurement- starting in fall for every credit course), based on the 10 year average is 68%; <b>The committee agrees to 71%</b></li> <li>○ Retention/Persistence- 1<sup>st</sup> time students attending Fall, Spring, 2<sup>nd</sup> Fall continuous enrollment; credit enrollment. 10 year average of 46% (district wide enrollment). <b>The committee agrees to 53%.</b></li> <li>○ Graduates: Associates Degrees (unduplicated headcount, includes Associate Degrees for Transfer): 10 year average is 1,022. <b>The committee agrees to 1,200.</b></li> <li>○ Transfers (volume not rate): transferring to 4 yr. institution (public or private college) based on SDCCD Transfer reports. Previously discussed external influences to transfer rate. 10 year average is 1,973. Recommendation for Institution-Set Standard is 1,900. Numbers based on Mesa students (where student first enrolled). <b>The committee agrees to 1,900.</b></li> </ul> </li> <li>• Additional recommendations were made for the following Institutional Set-Standards:             <ul style="list-style-type: none"> <li>○ Graduates: Certificates (12 units +) 10 year average= 308, based on certificates of achievement. Many of these degrees are CTE. Recommendation by committee to Institution-Set Standard is 300. Confirmation at next meeting.</li> <li>○ Graduates: Degrees or Certificates (12 units +); student could receive both; numbers unduplicated. 10 year average is 1,172. Recommendation by committee is 1,200. Confirmation at next meeting.</li> </ul> </li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Edits to be made to standards and resend power point.</li> </ul>	<ul style="list-style-type: none"> <li>• Bri Hays</li> </ul>	<ul style="list-style-type: none"> <li>• Before next PIEC meeting.</li> </ul>

**Agenda Item E: Accreditation**

<b>DISCUSSION</b>	<b>Danene Brown:</b> <ul style="list-style-type: none"><li>• A draft is being worked on and will be distributed for feedback.</li></ul>
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<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<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>	<b>Monica Romero/ Ashanti Hands:</b> <ul style="list-style-type: none"><li>• No report</li></ul>
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<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<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 G: Program Review**

<b>DISCUSSION</b>	<b>Madeleine Hinkes:</b> <ul style="list-style-type: none"><li>• No report.</li></ul>
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<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<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 H: Committee on Outcomes and Assessment (COA)**

<b>DISCUSSION</b>	<b>Kris Clark:</b> <ul style="list-style-type: none"><li>• No report.</li></ul>
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<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<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 I: BARC**

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

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

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

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

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

**Agenda Item L: Goals for 2015-2016**

<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. Ensure our actions address our strategic goals</li> <li>2. Work towards improvement of institutional effectiveness</li> <li>3. Meet accountability obligations (ACCJC, IEPI)</li> <li>4. Review mission, vision, and values and Institutional Learning Outcomes (ILOs)</li> </ol>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

**Agenda Item L: Adjournment**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• Meeting was adjourned by Hinkes at 5:03 p.m.</li> </ul>
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**Next Meeting: Tuesday, November 10, 2015, 3:30 p.m. – 5:00 p.m., A-104**

Submitted by: Virginia Enriquez, Senior Clerical Assistant

Approved on: November 10, 2015