

San Diego Mesa College
PIE Committee
Meeting Notes

March 10, 2015
3:30 p.m. – 5:00 p.m., A-104

ATTENDEES	Madeleine Hinkes, Co-Chair	Ashanti Hands (Proxy for Monica Romero)
	Angela Liewen, Co-Chair	Bri Hays
		Terry Kohlenberg
	Rachelle Agatha	Pamela Luster
	Angela Arreaga (Excused)	Tim McGrath
	Julianna Barnes (Excused)	David Palomino (Excused)
	Danene Brown	Charlotta Robertson
	Richard Chagnon (Excused)	Monica Romero (Excused)
	Kristan Clark	Charlie Zappia (Excused)
	Jennifer Cost	Waverly Ray (Guest)

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

DISCUSSION	<p>Waverly Ray, Geography/Social Sciences faculty member was introduced. She is also on the Sustainability Committee and will be sharing information with the PIE committee.</p> <p>Approval of February 24, 2015 Minutes</p> <ul style="list-style-type: none"> The Minutes were approved by consensus as is.
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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

<p>DISCUSSION</p>	<p>Multi-year Cycle</p> <ul style="list-style-type: none">• Hinkes presented a revised multi-cycle calendar draft which now includes rows to reflect Facilities Planning and the Baccalaureate Pilot. Additional information will continue to be added as applicable.• As building construction come to a close, facilities planning will need to incorporate factors involved in the maintenance of the buildings along with supporting outside groups that use our facilities (i.e. Symphony group).• 2018 is the expected year for props S and N to be completed.• The Baccalaureate Pilot notates when the first group of students begin along with anticipated graduation dates for cohorts. <p>Planning process diagram revision</p> <ul style="list-style-type: none">• Presented various versions of the strategic planning guide models from other colleges.<ul style="list-style-type: none">○ A suggestion was to look at Grossmont College’s diagram.○ Inquire with the Office of Communications for assistance with developing the diagram.○ Suggestion was to animate the diagram once finalized.• Hinkes is still working on a version for Mesa and requests feedback from PIEC on any other ideas or input. <p>Strategic Planning Scorecard</p> <ul style="list-style-type: none">• Hays presented a revised Strategic Planning Scorecard that includes the indicator number and the goal alignment number.• The Indicator/Metric is what we use to measure the item here at Mesa.• Dashboard would include quantitative data that we collect each year. The check mark indicates if that information will be included in the IE dashboard.• A new column called Institution-Set Standard was added. We have to report this information annually to ACCJC.• The Aspirational Goal is dependent on what we are doing (i.e. transfer rate). More dialogue will be needed to determine what a reasonable goal is. Goal will be based on context of what is being discussed. The goal is to aim higher than the average.• At this time, there is no financial metric included. This might be something to consider at some point in the future.• Final version will be added to the PIEC website for reference once completed.• Waverly Ray from the Sustainability Committee presented information on metrics related to sustainability.<ul style="list-style-type: none">○ The committee is open to guidance in terms of monitoring these various sustainability components.○ Agatha suggested to meet with Ray to discuss in detail the items related to facilities to see if those components can actually be
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	<p>supported and tracked.</p> <ul style="list-style-type: none"> ○ Executive teams have met with outside organizations to discuss methods on how to increase bus passes and other ways to support transportation efficiencies. ○ Active steps are being taken in terms of sustainability. ○ We need data and time to figure out how things are affected over time.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Finalize Multi-Cycle Calendar and the Planning Process Diagram. • Finalize Strategic Scorecard. 	<ul style="list-style-type: none"> • Madeleine Hinkes • Bri Hays 	<ul style="list-style-type: none"> • March 24, 2015 • March 24, 2015

Agenda Item C: New Business

DISCUSSION	<p>Program Review Annual Report</p> <ul style="list-style-type: none"> • The Annual Program Review Report draft is currently in progress. • It includes every program review submitted. • The report reflects what was submitted at the official close of the program review cycle on January 30th, 2015. • Requests the PIE committee to review the memo and provide feedback. • The summary report will include all of the Executive Summaries combined. • Goals alignment report will also be pulled and analyzed.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Bring Annual Report to President’s Cabinet 	<ul style="list-style-type: none"> • Madeleine Hinkes 	<ul style="list-style-type: none"> • March 17, 2015

Agenda Item D: Research

DISCUSSION	<p>Bri Hays, 10 minutes:</p> <ul style="list-style-type: none"> • District Accreditation Survey is out. • Employee Surveys are out as of last week. • Currently working on: <ul style="list-style-type: none"> ○ ACCJC Annual Report ○ Doing a research plan for summer plan starting in August. <ul style="list-style-type: none"> ▪ Success navigators. ▪ Social support and campus resources. ▪ Perceived social support. ○ ILO Surveys coming up in April. This will go out to students applying for graduation. ○ A food security survey will be coming; needed for HSI grant. ○ Mesa Athletics programs- a pre/post survey is being developed.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item E: Student Equity Planning

DISCUSSION	<p>Ashanti Hands:</p> <ul style="list-style-type: none"> • Finishing surveys. • Next Tuesday, March 17th, 11:30 a.m. – 1 p.m., Ensuring Student Success of Men of Color. A reminder will be sent out about that on Monday.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item F: Program Review

DISCUSSION	<p>Madeleine Hinkes, 5 minutes:</p> <ul style="list-style-type: none"> • We are proposing the program review cycle to move from a three-year to a four-year cycle. • The request to bring the idea of changing the program review cycle from a three-year cycle to a four-year cycle to President’s Cabinet was M/S/C by Brown and Hands.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• Bring to President’s Cabinet	• Madeleine Hinkes	• March 17, 2015

Agenda Item G: Learning Assessment Task Force (LATF)

DISCUSSION	<p>Kristan Clark, 10 minutes:</p> <ul style="list-style-type: none"> • Attended the SLO Symposium at Rio Hondo College on March 6, 2015. • The 5-hour conference was a combination of Best Practices, a Presentation on the latest in research by Jarek Janio, and a Keynote from Bob Pacheco, Dean of Institutional Effectiveness at Mira Costa College. • The most valuable elements of the symposium were the Best Practices and the Keynote address. • 5 Reasons Why We assess (presented by Bob Pacheco): <ul style="list-style-type: none"> ○ To become masters of our craft, studying the learning process in the discipline and in the large learning arenas and discovering new ways and methods to teach. ○ To determine the extent to which the curriculum is working.
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	<ul style="list-style-type: none"> ○ To inform the decisions as to where time, energy, or money should be repurposed for continuous improvement in learning. ○ To help us become a learning organization that is adaptive and nimble for the 21st Century. ○ To help demonstrate our quality assurances pledge to the community we serve. <ul style="list-style-type: none"> • Southwestern offers an 8 hr. SLO Academy, which offers the incentive of moving faculty and staff half way to a new salary column. • Orange Coast College has a Full-time Faculty SLO Coordinator in the IE Office and a point person in each department. • Chaffey’s Institutional Outcomes- Students are given an intake survey, then at 30 units, 60 units, and at exit. Match up with scorecard. <p>Committee on Outcomes</p> <ul style="list-style-type: none"> • Currently working on the committee application paperwork to formally establish the new committee on outcomes. • Clark passed out a draft of various mission statements and requested PIEC to review and provide feedback on which statement to use. Committee recommended the statement ending with “educational quality”. • Clark will provide a revised copy of the committee application paperwork with the recommended mission statement. • Brown motioned the request to forward the move of the Learning Assessment Task Force (LATF) to a committee status to President’s Cabinet for approval.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• Bring COA to President’s Cabinet	• Madeleine Hinkes, Kris Clark	• April 7, 2015

Agenda Item H: BARC

DISCUSSION	<p>Rachelle Agatha:</p> <ul style="list-style-type: none"> • Has the draft prioritization list and will bring it to the next PIEC meeting on March 24th.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item I: Faculty Hiring Priorities Committee (FHPC)

DISCUSSION	<p>Terry Kohlenberg:</p> <ul style="list-style-type: none"> • FHPC will be given the updated tenure/track ratios.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item J: Classified Hiring Priorities Committee (CHPC)

DISCUSSION	<ul style="list-style-type: none"> Received over 40 requests.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item K: Goals for 2014-2015

DISCUSSION	<p>Continue to Improve Website and Links</p> <p>Continue to Improve Communication</p> <p>Put the EMP into Operation: Goals and Measurements</p> <p>Prepare for Accreditation Self Study- Spring 2017 visit</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item L: Adjournment

DISCUSSION	<ul style="list-style-type: none"> Meeting was adjourned by Liewen at 4:57 p.m.
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Next Meeting: Tuesday, March 24, 2015, 3:30 p.m. – 5:00 p.m., A-104

Submitted by: Ginger Davis, Senior Secretary, Administrative Support

Approved on: 3/24/15