

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

May 12, 2015
3:30 p.m. – 5:00 p.m., A-104

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

Agenda Item A: Call to Order: By Liewen at 3:40 p.m. in A-104.

DISCUSSION	<p>Approval of April 28, 2015 Minutes</p> <ul style="list-style-type: none"> The minutes draft was emailed to PIEC prior to the meeting for review. 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>Follow up on President’s Cabinet Retreat (20 minutes)</p> <ul style="list-style-type: none">• Hays presented a PowerPoint titled, “Refining Our Goals” which revisited the goals recommended by each breakout group at the May 1st President’s Cabinet Retreat.• Current rates and recommended goals for each Key Performance Indicator (KPI) for 1 year and 3 years were reviewed.• As PIEC, we are here to add context to the big picture. We need to refine and confirm recommended goals based on the SMART (Specific, Measureable, Achievable, Relevant, Time bound) rule and holistic assessment of the 2015 Scorecard data.• Refined and confirmed rates are as follows:<ul style="list-style-type: none">○ Success Rate: 2013-2014 Rate= 70%, 1-year Goal= 72%, 3-year Goal= 74%○ Persistence Rates: 2008-2009 Rate= 76%, 1-year Goal= 81%, 3-year Goal= 86%○ 30 Units Attainment Rate: 2008-2009 Rate= 60.3%, 1-year Goal= 65.3%, 3-year Goal= 70.3%○ Completion Rate: 2008-2009 Rate= 57.9%, 1-year Goal= 61.9%, 3-year Goal= 63.9%○ Remedial Rates:<ul style="list-style-type: none">▪ ESL= 2008-2009 Rate= 26.6%, 1-year Goal= 29.6%, 3-year Goal= 36.6%▪ Math= 2008-2009 Rate= 32.2%, 1-year Goal= 35.2%, 3-year Goal= 40.2%▪ English=2008-2009 Rate= 49.7%, 1-year Goal= 59.7%, 3-year Goal= 59.7%○ CTE Rates: 2008-2009 Rate= 55.7%, 1-year Goal= 58.7%, 3-year Goal= 62.7%○ Associate Degrees Awarded: 2013-2014 Rate= 1,009, 1-year Goal= 1,312 (+30%), 3-year Goal= 1,414 (+40%)○ Certificates Awarded: 2013-2014 Rate= 317, 1-year Goal= 333 (+5%), 3-year Goal= 349 (+10%)○ Transfer to 4-Year Institutions: 2013-2014 Rate= 1,823, 1-year Goal= N/A, 3-year Goal= N/A• Next Steps:<ul style="list-style-type: none">○ Forward refined recommendations to President’s Cabinet.○ President reviews goals.○ Goals are entered in IEPI database.○ Progress toward goals is reported out in the IE Dashboard Report. <p>Membership</p> <ul style="list-style-type: none">• Hinkes reviewed the current membership listing for the PIE Committee.• All faculty vacancies will be given to Rob Fremland for new representation.• Will need a Classified Representative.
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	<ul style="list-style-type: none"> • Monica Romero to become ex-officio member.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Recommended Goals will be updated. 	<ul style="list-style-type: none"> • Bri Hays 	<ul style="list-style-type: none"> • Before P Cab meeting on Friday.

Agenda Item C: New Business (on hold until after Retreat)

DISCUSSION	<p>Goals mapping from program review</p> <ul style="list-style-type: none"> • Hinkes presented a graph titled, “Program Goals mapped to the College Goals” which represents all divisions of the college (i.e. Student Services, Administrative Services, Counseling, Instruction). • Graph shows how units mapped their goals to College Strategic goals in program review. • Strategic Goal 1.4, defined as, “Advance practices in support of student success” was the highest mapped goal campus wide. • Strategic Goal 2.5, defined as, “Assure participatory governance committee structure and transparency in decision making” was the lowest mapped goal campus wide. • Interest in learning what types of goals are mapped to each of the strategic directions was discussed. We will continue discussing this at future meetings. <p>Integrated Planning Survey report</p> <ul style="list-style-type: none"> • Hays presented the information received from the recent Integrated Planning Survey Report for 2014-2015. Feedback from each of the prioritization committees was also incorporated. The full report has been posted to the Mesa College’s Research webpage. • Purpose of this survey is to provide goals for the Program Review Summer Work Group. • 120 individuals were sent this survey; received 52 responses (43% rate). • Recommendations for the 2015-2016 Program Review cycle were as follows: <ul style="list-style-type: none"> ○ Expand training for Liaisons. ○ Streamline the information required in the Program Review module. ○ Bring training to Lead Writers via expanded outreach efforts. ○ Revise the BARC request form to improve usability and accessibility of information. ○ Pilot standard data sets for Student Services areas. ○ Institute a soft deadline for Lead writers to submit their Program Reviews to their Deans/Managers for review and feedback. • A suggestion provided was to either reconfigure the Program Review Committee or have a Lead Writers Committee. The purpose would be to provide a support network to all Lead Writers (new and continuing). • Romero and Hands, M/S/C the request to present the idea of implementing
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	<p>these recommendations for the 2015-2016 Program Review cycle to the President's Cabinet.</p> <p>Calendar for 2015-2016</p> <ul style="list-style-type: none"> Hinkes presented and reviewed the meeting schedule for next year.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> Send out Integrated Planning Survey link to PIEC and other campus constituents 	<ul style="list-style-type: none"> Office of I.E. 	<ul style="list-style-type: none"> ASAP

Agenda Item D: Research

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

Agenda Item E: Accreditation

DISCUSSION	<p>Julie Barnes/Danene Brown:</p> <ul style="list-style-type: none"> The initial accreditation draft was due yesterday; a request to extend the deadline was approved moving the new due date to the end of the month. Final draft will be completed by the end of next fall (Fall 2016). Once available, it will be presented to the campus community for vetting. We need to revisit the recommendations from our last visit to assure they have been addressed. Brown Bag meetings will likely return. Dates to be determined. Accreditation Tri Chairs will be meeting twice a month (2nd and 4th Mondays). Looking at purchasing Accreditation software module through Campus Labs. ACCJC Team visiting Dates are March 13-16, 2017.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A

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

DISCUSSION	<p>Julie Barnes/Monica Romero:</p> <ul style="list-style-type: none"> Hands provided updates on Student Success/Equity. <ul style="list-style-type: none"> This was the year of inquiry efforts. The work started with doing workshops and presentations. Started CUE, Change Agents projects,
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	<p>a lot of interviews and several other activities. Gathered a lot of data that will be used to determine goals and next steps.</p> <ul style="list-style-type: none"> ○ The summer work group will be addressing this information and focusing on future steps. ○ New Dean of Student Equity starting June 1st. <ul style="list-style-type: none"> • Romero provided updates on Title V. <ul style="list-style-type: none"> ○ Working to incorporate the professional development plan. ○ Summer CRUISE program is in full development. Peer Navigators have been hired. ○ Personal Growth class will be doing the revised pilot in the fall. ○ Several pilots starting in the Summer and the Fall.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item G: Program Review

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

Agenda Item H: Learning Assessment Task Force (LATF)

DISCUSSION	<p>Kristan Clark:</p> <ul style="list-style-type: none"> • Deans have received all of the SLO reports. • Taskstream issues are being identified. The Office of Institutional Effectiveness is currently focusing on resolving these discrepancies within Taskstream. • At the President’s Cabinet Retreat, we held an Outcomes vs. Objectives activity that we will be incorporating at future flex workshops. • Had a great “Think In” meeting this past week. • One more newsletter will go out this semester. • The last LATF (COA) meeting will be held on May 19th, 2015. The official name change will be confirmed by the end of this academic year.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item I: BARC

DISCUSSION	<p>Rachelle Agatha/Angela Liewen:</p> <ul style="list-style-type: none"> • Liewen provided updates with BARC. • Revising their membership. • Revising the BARC rubric. • Revising BARC online request form.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item J: Faculty Hiring Priorities Committee (FHPC)

DISCUSSION	<p>Terry Kohlenberg:</p> <ul style="list-style-type: none"> • A revised Faculty Request Form was provided for the 2015-1016 cycle. • FHPC wants to change wording on the Faculty Priority Request form so that there is an actual 250-word count noted in the instructions. • Questions on the Faculty Position Request form will now match the new scoring rubric. • Notes from the FHPC May 7th, 2015 meeting were provided for reference.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• Send rubric to PIEC.	• Terry Kohlenberg	• ASAP

Agenda Item K: Classified Hiring Priorities Committee (CHPC)

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

Agenda Item L: Goals for 2014-2015

DISCUSSION	<p>Continue to Improve Website and Links</p> <ul style="list-style-type: none"> • Suggestion was to add FHPC and CHPC to the online committees listing. <p>Continue to Improve Communication</p> <p>Put 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
<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A

Agenda Item L: Adjournment

DISCUSSION	<ul style="list-style-type: none"> Meeting was adjourned by Liewen at 5:06 p.m.
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Next Meeting: Tuesday, August 25, 2015, 3:30 p.m. – 5:00 p.m., A-104

Submitted by: Ginger Davis, Senior Secretary, Administrative Support
 Approved on: 9/8/15