SAN DIEGO MESA COLLEGE

Planning and Institutional Effectiveness Committee
Minutes

October 8, 2024
LRC 435
3:30 p.m. to 5 p.m.

A. **Call to Order: Holly Jagielinski**
   1. Approval of 09/10/2024 Minutes
      - Motion to approve: Courtney Lee; Seconded by: Ryan Shumaker
      - Votes in favor: 9; Opposed: None
      - Abstentions: Ashanti, Isabel, Ian and Ayana
      - Result: The minutes of 09/10/2024 were approved on 10-8-2024

B. **Continuing Business**
   1. Committee Report Out (2-3 minutes per committee)
      - Mesa Pathways (Eskew /O'Connor)
         - Mesa Success Coaches and OIE research on 23/24 year with remarkable results. For example, retention was strong. The program will continue this year.
         - The mapper template was sent to the chancellor's office, and we expect to hear back next week. We will get faculty, chairs, and program leads to review certain maps. We hope that the first 29 will be done this semester.

      - SET (Maxey)
         - Infinity spaces are currently under development and are set to launch in the spring.
         - The Harambe project is underway, and it will serve as our campus think tank to support Black students. This initiative aims to unify all Black-serving programs under one umbrella, enhancing our presence on campus.

      - [Program Review](#) (Hoang)

Commented [HH1]: Ian 1st and Lisa seconded, abstain: Michelle

- The Resource Request Form was updated with an additional question to improve communication between folx in the unit/program
- There was a wording change for the Outcomes question in the "Summary and Reflection" section to strengthen the alignment between Program Review and Outcomes Assessment
- There are ongoing discussions focusing on integration, documenting discussions, and implementing changes.
- Rachel proposed a plan to streamline the Program Review reporting process by reducing redundant efforts and workload.

- [Outcome Assessment](#) (Hoang)
  - The bi-monthly ACCJC Outcomes Planning workgroup is continuing to meet, focusing on tasks needed for achieving the 7-year status
  - To further enhance communication, COA representatives will be at various meetings to give update as needed (such as Deans' Council, Curriculum Committee, Chair of Chairs, Academic Senate, Department/School meetings)
  - COA is working on timeline for CLO and SSO updates, closing the loop for outcomes, and meeting with the district to further improve our process
- Budget Allocation and Recommendation Committee (Legaspi)
  - No Report
- Faculty Hiring (O'Connor / Hoffman)
  - 11/22 meeting was scheduled. We looked for LRAS faculty to sit on the committee
- Classified Hiring (Cannock / Legaspi)
  - No report
- Environmental Sustainability (Rodriguez)
  - No report
- Diversity, Action, Inclusion, and Equity (Miller)
  - Upcoming events: Advocacy fair on 10/16, tabling for voter registration, and Homeless Awareness week on 11/8

- Accreditation (Hoang)
  - No additional report because it was included in the Outcomes report
- HSI (Hispanic Serving Institution) (Parsons)
  - We are in year 4. We will need to start institutionalizing practices with two years left.
  - We were awarded a supplemental award, 3% of our year 4 budget
  - We are changing baseline data from 2019 to 2021

- [AANAPISI Programs](#) (Simpliciano)
  - We are in year 4. We celebrated AANAPISI week; we had a few major events to support AAPI populations, Pop-up Study Jam, etc.
  - We will be sending out a survey about the curriculum for AAPI community of practice

2. Goals/deliverables for 2024/2025.
   - The co-chairs presented some suggestions on the deliverables based on the previous discussion. Overall, the discussion focused on ensuring the language in the deliverables reflected clear, actionable steps, promoting accountability, closing the loop on feedback, and maintaining compliance with accreditation and institutional quality standards.
     - Accreditation item: There was consensus around creating a more specific accountability framework, emphasizing the need for clear deadlines and responsibilities regarding accreditation reports. The group agreed that the language should focus on concrete actions, deadlines, and roles to avoid vagueness. There was a push to refine the language to ensure it reflects accountability, structured timelines, and committee involvement in reviewing and acting on accreditation-related reports.
     - Program Review, Outcomes Assessment, and Accreditation item: The committee discussed integrating outcomes assessment with program review to ensure compliance while fostering continuous improvement. They talked about "closing the loop" on outcomes, meaning they wanted to make sure data from assessments was being used to make actionable improvements, not just for compliance purposes. The conversation also highlighted the importance of aligning actions with accreditation requirements and maintaining institutional integrity.
     - Governance item: The committee shared their concern about the lack of completion of the governance survey and emphasized ensuring that the results lead to actionable improvements and closing the loop on those results. A proposal to conduct a pilot project to test the review and implementation of ideas from governance survey data was made, and Legaspi volunteered BARC.
     - Roadmap oversight item: The committee discussed the process for reviewing and closing out the 2021-2025 goals and preparing for the next strategic plan from 2026 to 2030.

   - **Final Approval of 2024-2025 PIE deliverables:** 1st Ian Duckles, 2nd Leland Simpliciano. **Unanimous approval** by committee members in

attendance

A. Accreditation

a. Support the development and coordination of the responses to ACCJC for the Annual Report (April 2025) and the Follow-up Report (October 2025)

b. Recommend to President's Cabinet the creation of a structure and accountability framework (deadlines, responsible parties, activities) to reinforce accreditation requirements and best practices, which is essential for maintaining educational quality and institutional integrity

B. Program Review and Outcomes Assessment

a. Support the development of an integrated structure and process for Program Review and Outcomes Assessment to ensure compliance with accreditation requirements and maintain educational quality and institutional integrity while fostering a culture of continuous quality improvement

b. Facilitate the implementation of the integrated structure to ensure compliance with accreditation requirements and maintain educational quality and institutional integrity while fostering a culture of continuous quality improvement

C. Governance

a. Updated Committee Inventory (Fall and Spring)

b. Administer and analyze governance survey to identify key college-wide trends and make recommendations for improvement

D. Roadmap Oversight

a. Foster the implementation and compliance reporting of Strategic Objectives which is essential for maintaining educational quality and institutional integrity

b. Complete the process of reviewing 2021-2025 goals and collecting the implementation status

c. Create space and dialogue in preparation for 2026-2030 roadmap to Mesa 2030

D. **Announcements**
   1. Meeting schedule for 2024-2025
   2. Next Meeting: October 22, in person, LRC 435
   3. The website is being redesigned, and some links may not reflect the most up-to-date documents or information. We are working on the logistics and corrections during this update. If you have any questions, please feel free to contact us.

E. **Action Items/Next Steps:**
   1. Governance Survey Completion: Committee members to ensure that their respective committee members complete the Governance Survey by the next meeting.
   2. Integrated Planning Calendar: Members to review the draft Integrated Planning Calendar and provide feedback at the next meeting.

F. **Resources**
   1. PIEC website
   2. Integrated Planning Calendar

Adjournment

The meeting was adjourned by Holly Jagielinski at 4:51 p.m. Submitted by: Holly Jagielinski