

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

October 24, 2017
3:30 p.m. – 4:30 p.m., MC 211B

ATTENDEES	Madeleine Hinkes, Co-Chair	Leticia Lopez (excused)
	Meegan Feori, Co-Chair	Pam Luster (excused)
	Yolanda Catano	Andrew MacNeill (absent)
	Rachelle Agatha (excused)	Tim McGrath (excused)
	Danene Brown (excused)	Victoria Miller
	Kris Clark (excused)	Kim Perigo (excused)
	Ian Duckles	Charlotta Robertson (excused)
	Ed Helscher	Bridget Herrin (excused)
	Ashanti Hands (excused)	Irena Stojimirovic
	Holly Jagielinski	Manuel Velez
	Leroy Johnson (excused)	Jason Zuehlke (absent)
		Staff Assistant: Sahar King
		Guest: Ailene Crakes, Larry Maxey, Leslie Shimazaki

Agenda Item A: Call to Order: By Madeleine Hinkes at 3:38 p.m. in MC211B.

DISCUSSION	<ol style="list-style-type: none"> 1. Approval of the October 10, 2017 Minutes <ul style="list-style-type: none"> • The minutes draft was emailed to PIEC prior to the meeting for review. • The minutes were M/S by Manuel Velez and Ed Helscher and approved.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Post the PIEC minutes to webpage 	<ul style="list-style-type: none"> • Sahar King 	<ul style="list-style-type: none"> • As soon as possible

Agenda Item B: Continuing Business

DISCUSSION	<ol style="list-style-type: none"> 1. QFE (Danene Brown): <ul style="list-style-type: none"> • We will discuss the QFE next meeting.
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	<p>2. Committee evaluations: POSTPONED</p> <p>3. IPGG review and update:</p> <ul style="list-style-type: none"> • OCTOBER 31: deadline for update • DECEMBER: Last CRC for approved curriculum in 2018-2019 catalog • MARCH 6th: 2018-2019 Catalog Deadline • Madeleine Hinkes sent out the electronic copy of the IPGG to the committee members. • The governance committee website has been updated before departure of President's Office Administrative Technician <p>4. Guided Pathways (Bridget Herrin): POSTPONED</p>

ACTION ITEMS	PERSON	DEADLINE
<ul style="list-style-type: none"> • 1. Prepare IPGG task list • 2. Classified Senate, Academic Senate, and Associated Student Governance should review the roles and representation on the IPGG. • 3. For those who need to make updates, please provide them to Madeleine 	<p>1.Hinkes</p> <p>2. Yolanda Catano, Kim Perigo, Joe Newell</p>	<p>1. As soon as possible</p> <p>2. As soon as possible</p> <p>3. By Oct 31</p>

Agenda Item C: New Business

DISCUSSION	<p>1. Integration (Ailene Crakes)</p> <ul style="list-style-type: none"> • Integrated Plan Update: Basic Skills Initiative, Student Equity, Student Success and Support Program • Integrated Plan Leads: Wendy Smith (Basic Skills Initiative), Larry Maxey (Student Equity) and Ailene Crakes (Student Success & Support Program) • Reasons for Integration: <ol style="list-style-type: none"> 1. Ultimate goal of increasing student success while closing achievement gaps 2. Strong potential for overlap among programs. Our goal is to work together and be cohesive to approach the plan. • Rationale: Develop a cohesive strategy, streamline work at both college and state levels, make efforts more efficient and sustainable • Timeline: <ul style="list-style-type: none"> ▪ March: BSI/SSSP/SE integration Planning workgroup ▪ April: BSI/SSSP/SE Integration Workgroup Meeting ▪ May: BSI/SSSP/SE Campus-wide Integration Planning Meeting ▪ June, July, August: Integration Leads Meetings, Budget Meeting, Summer Workgroup Updates & Presentations ▪ September: Present draft plan at Student Success & Equity Committee
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	<p>Meeting; propose name change to President's Cabinet (New name: Success, Equity & Transformation Committee)</p> <ul style="list-style-type: none"> ▪ September/October: Submit plan to District by October 23, 2017 ▪ November: Present to President's Cabinet and College/CE plans presented to the Board ▪ December: Submit to the State by December 15, 2017 (extended to January, 2018) <ul style="list-style-type: none"> • The state is requiring all community colleges to integrate this plan. • Our goal is to not overlap our activities; only focusing on 5 activities. • We are hoping to achieve student success, equity, accessibility, commitment and less overlap through our integration efforts. We need to connect with students personally and professionally. • Stepping Stones: Build a foundation, be there, go above and beyond, redesign for course completion, and look ahead. • Our plan is to look at data and work with the Office of Institutional Effectiveness to see how our students are doing during their first and second years of higher education. • We want to help students focus and retain their education. • Key performance indicators: completion of matriculation services, completion of basic skills sequences • When talking about student equity: we have developed an online form to request funding and we incorporated a question that's included in the integrated plan • Program highlights: Basic Skills initiative, Student Equity, Student Success & Spurt Program. Course Pathway redesigns, continuing the personal pathway to success. Peer Navigators and 60 others are programs that we support for equity on campus. • Integrated Plan Update <p>2. Retreat Planning</p> <ul style="list-style-type: none"> • For November 14, 2:15-5pm

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • N/A 		

Agenda Item D: Research (Herrin):

DISCUSSION	<p>Bridget Herrin:</p> <ul style="list-style-type: none"> • N/A
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
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• Dashboard	• Bridget Herrin	• N/A
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Agenda Item E: Accreditation (Brown): QFE

DISCUSSION	Danene Brown: <ul style="list-style-type: none"> • N/A
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Get the secretaries together to advise on a minutes template. 	<ul style="list-style-type: none"> • Danene Brown and Yolanda Catano 	<ul style="list-style-type: none"> • N/A

Agenda Item F: Student Success/Equity/Title V (Hands):

DISCUSSION	Student Services-Ashanti Hands: <ul style="list-style-type: none"> •
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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 G: Program Review (Hinkes):

DISCUSSION	Madeleine Hinkes: <ul style="list-style-type: none"> • Friday, Oct 27: Zoom training (Goals and goals Status) from 11am to 12pm • Wednesday, Nov 1: Resource Request (BARC, FHP forms) Location LRC 432 from 2pm to 3pm. • Monday, Nov 6: Resource Request (CHP) Location LRC 432 from 3pm to 4pm. • Wednesday, Nov 8: Zoom training (BARC, CHP, FHP). • Friday, Nov 17: 11am to 12:30pm SB216 finishing up (open Work session) • Friday, Dec 1: Must be ready for review • Monday, Dec 4 through Friday, Jan 19, 2018: Liaisons and Managers enter reviews into Taskstream • Final edits are due by Friday Feb 2, 2018 and System Closes. • This year is the last year for updates. 2018 will be a comprehensive year. • Charlie Lieu is recording all the ZOOM trainings and links will be provided on the website.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item H: Committee on Outcomes and Assessment (COA) (Clark):

DISCUSSION	• N/A
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item I: BARC (Agatha): IELM (PPIS) prefunding

DISCUSSION	<p>Leslie Shimazaki:</p> <ul style="list-style-type: none"> Leslie Shimazaki updated the PIE Committee: BARC committee asked to use \$400,000 to keep technology updated. They brought the proposal to PIE committee for approval. Proposal was approved to send to PCab.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item J: Faculty Hiring Priorities Committee (FHPC)

DISCUSSION	• N/A
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item K: Classified Hiring Priorities Committee (CHPC)

DISCUSSION	• N/A
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item L: Announcements:

DISCUSSION	<ol style="list-style-type: none">1. Next meeting, November 282. Fall retreat, November 14, 215-5 PM, location MC 211
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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

Submitted by: Sahar King, Senior Secretary
Approved on:

DRAFT