San Diego Mesa College
PIE Committee
Meeting Notes

April 14, 2015
3:30 p.m. – 5:00 p.m., LRC-208

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

Agenda Item A: **Call to Order:** By Liewen at 3:36 p.m. in LRC-208.

DISCUSSION	Alanna Milner, the new Research Associate in the Office of Institutional Effectiveness, was introduced; roundtable introductions occurred.
	Approval of March 24, 2015 Minutes
	• The minutes draft was emailed to the committee prior to the meeting for review.
	• The Minutes were approved by consensus as is.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• Post approved minutes to the PIEC website.	• Ginger Davis	• Before next meeting.

Agenda Item B: Continuing Business

DISCUSSION	**Annual Cycle**
	
	 • Hinkes presented a revised Annual Integrated Planning Cycle diagram.
	 • In the diagram, each annual activity was briefly reviewed and discussed.
	 • The goal is to make the diagram interactive. Each text box that is highlighting an annual activity will have the capability to be clicked on for additional details.
	 • Initial Committee feedback was that it, "Looks awesome", "Stands out", and is "Nicely done".
	 • Committee concerns:
	  o Where is the Accreditation Cycle reflected? Accreditation occurs all year round in the background. The diagram represents the actions we do annually as a college in support of the college's Accreditation efforts.
	  o What does the term "Refresh Technology" mean? The college receives various funding (ex. Perkins, End of Year funds, etc.) that is reviewed and re-evaluated for distribution across the campus to assist with technology needs.
	  o Regarding the text box titled, "Implement Changes": The committee recommended using different verbiage since traditionally we consider changes to make during the summer, and in the fall, we implement those changes. Another suggestion was to move the "Implement Changes" notation outside within the arrows.
	  o Regarding the text box titled, "Incorporate SSSP, Equity, Title V Plans": A suggestion was to adjust the text to make it more inclusive. Feedback was that the diagram would be interactive so when this link is clicked, additional details about supporting these efforts can be added.
	
	 Strategic Planning Scorecard
	
	 • Hays presented a PowerPoint titled "Setting Goals, Student Performance and Outcome Trends".
	 • Key Performance Indicators (KPI's) are performance measures that help us assess our institutional effectiveness and are derived from our college's mission and goals.
	 • In order to set targets, we need to think about what we are currently doing that lead us to that KPI.
	 • Targets are informed by historical data/trends, strategies mapped to goals and KPI's, and impact analysis (see Stoup, 2015).
	 • The goal is to come out of the PCab retreat with actual targets.
	
	 IEPI Indicators
	
	 • Continued, in her PowerPoint presentation, IEPI Student Performance and Outcome Indicators were discussed. These indicators include:
	  o Completion Rate (Overall, Prepared, Unprepared)
	  o Remedial Rate (English, Math, ESL)

- o Career Technical Education (CTE) Rate
  - o Successful Course Completion Rate
  - o Degrees Awarded
  - o Certificates Awarded
  - o Number of Students Transferring to 4-Year Institutions
- Successful Course Completion is defined as the annual college-wide course success rate. This includes summer, fall, and spring terms combined. It also incorporates the number of students with passing grades (A, B, C, or P) divided by the number of students enrolled at census. Source is CCCCO DataMart.
- Student Success Scorecard Indicators are as follows:
  - o Completion (Prepared vs. Unprepared)
  - o 30 Units (Not included in IEPI framework)
  - o Persistence (Not included in IEPI framework)
  - o Remedial English
  - o Remedial Math
  - o Remedial ESL
  - o CTE Rate
- Each indicator is defined as follows:
  - o Completion:
    - Starting Cohort: First-time students; Completed 6 or more units in first 3 terms; attempted any level math or English in first 3 terms.
    - Criteria for Success (within 6 years): Earned AA/AS, Earned a CCCCO approved Certificate, Transferred, Transfer Prepared (60 transfer units with 2.0 or + GPA)
  - o Persistence:
    - Starting Cohort: First-time students; Completed 6 or more units in first 3 terms; attempted any level math or English in first 3 terms.
    - Criteria for Success: Persisted for three consecutive primary terms.
  - o 30 Units:
    - Starting Cohort: First-time students; Completed 6 or more units in first 3 terms; attempted any level math or English in first 3 terms.
    - Criteria for Success: Completed at least 30 units anywhere in the CCC system.
  - o Remedial English:
    - Starting Cohort: Student who attempted (for the first time) an English course 1 to 4 levels below transfer
    - Criteria for Success (within 6 years): Successfully completed a college-level English course.
  - o Remedial Math is defined as follows:
    - Starting Cohort: Student who attempted (for the first time) a math course 2 to 4 levels below transfer

	- Criteria for Success (within 6 years): Successfully completed a college-level math course.
	  ○ Remedial ESL is defined as follows:
	    ▪ Starting Cohort: Student who attempted (for the first time) an ESL course any level below transfer
	    ▪ Criteria for Success (within 6 years): Successfully completed a college-level ESL or English course.
	  ○ CTE Rate is defined as follows:
	    ▪ Starting Cohort: Students who attempted a CTE course for the first time and completed more than 8 units in the next 3 years in a single discipline.
	    ▪ Criteria for Success (within 6 years): Earned AA/AS, Earned CCCC approved Certificate, Transferred, Transfer Prepared (60 transfer units with 2.0 or + GPA), or completed an apprenticeship.
	
	- A graph was presented for each indicator to provide a visual on how they appear with Mesa data.
	
	- Hays concluded by posing questions we should consider: What kinds of outcomes are expected to come out of looking at this data? Is this the kind of analysis we need to do? She shared that we need to set goals for each indicator because we currently have systems and procedures in place to support each. We just need to align and map our indicators and processes together.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
- Revise Annual Cycle diagram with committee input.	- M. Hinkes	- April 28, 2015

Agenda Item C: New Business

DISCUSSION	**Goals mapping from program review**
	- Hold agenda item for next meeting.
	Integrated Planning Survey
	- Hold agenda item for next meeting.
	Membership
	- Hinkes requests the committee to confirm their participation on next year's PIE committee so she can inform Rob Fremland to assist with any faculty vacancies.
	  ○ Academic Senate President and Chair of Chairs will be replaced.
	  ○ After 4 years, Richard Chagnon will step down.
	ILO Survey
	- The original draft was presented to LATF on March 17th, 2015 for discussion.
	- Incorporating LATF's feedback, the revised draft was now being presented to PIEC. This survey is one of our measures of ILO's and is administered to students applying for graduation.

	- The survey is going out at the end of the month and is anticipated to have up to 6,000 student participants. Traditionally, the survey remains open for 3 weeks to complete. - The survey incorporates a 5-point scale and several open-ended questions. - For the first time, we are asking for the student's gender, age, and ethnicity and if they were part of any special programs. - Completion rates are low so any marketing ideas are welcomed. - There will be a drawing for a $50 gift card. - The committee suggested maybe looking into offering a free diploma frame as another incentive to completing the survey. - To gain more student participation, there was discussion about sending the survey out multiple times, rather than just once a year. This was noted and will be looked into. - The committee also suggests adding a note or link in blackboard to the survey link and Tweeting the graduation survey. - The committee recommended creating an ILO Survey Flyer that could be passed out to students by faculty, as well as posted around the campus. - To gain more accurate data, a suggestion was to only send the survey to actual graduates, traditionally identified a month and a half after the semester ends. The problem with this is that typically less participation occurs once a student officially graduates.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• ILO Survey Flyer	• Bri Hays	• April 28th, 2015

Agenda Item D: **Research**

DISCUSSION	**Bri Hays, 10 minutes:** • No report at this time.

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

Agenda Item E: **Accreditation**

DISCUSSION	**Julie Barnes:** • No report at this time.

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

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

DISCUSSION	**Julie Barnes: (Monica Romero presented on her behalf)**
	• The Center for Urban Education (CUE) has been doing more work. Anyone wanting to learn more about this should contact Julie Barnes.
	• Summer Cruise Program:
	o **Cruise** stands for: **C**reating **R**ich **U**nique **I**ntellectual **S**tudent **E**xperiences
	o It is a 4 -day on-campus program for New Mesa College students.
	o The event will be held on Monday, August 3 through Thursday, August 6.
	o The event is free and includes lunch every day!
	o New students are being recruited from local high schools.
	o The goal is to have 150 students participate in the program.
	o Activities presented will prepare students to get ahead and succeed.
	o Learn more at: http://bit.ly/MesaSummerCRUISE
	• Peer Navigators program:
	o A program where new students are assigned to existing students to assist with navigating around the campus.
	o Peer Navigators are current full time Mesa College students who have been successful in their academic courses and are actively engaged in campus activities. Recruiting now.
	o As a Peer Navigator, you will help new students develop a network of support for their success at Mesa.
	o Peer Navigators are matched with new students at the Summer CRUISE session.
	o Peer Navigators will receive monetary compensation for their time.
	o Learn more at: http://bit.ly/PeerNavigators

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

Agenda Item G: **Program Review**

DISCUSSION	**Madeleine Hinkes:**
	• Hold for next meeting.

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

Agenda Item H: **Learning Assessment Task Force (LATF)**

DISCUSSION	Kristan Clark: • No report at this time.

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

Agenda Item I: **BARC**

DISCUSSION	Rachelle Agatha: • No report at this time.

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

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

DISCUSSION	Terry Kohlenberg: • Presented the 2015 Prioritization List. • The committee did not drop the lowest or highest scores. • Kohlenberg only chaired the meeting; he did not score. • There maybe approximately 10 or so replacement positions. • There were concerns about the character limit noted in Taskstream. Although the instructions stated an approximate 250-word limit, lead writers were able to customize the font to incorporate more words. This is a limitation issue in Taskstream because Taskstream goes by storage space rather than by character limits. The "250 word limit" notation is an approximation of how many words might fit in an appropriate response. • The committee is meeting on May 7th to discuss changes to implement into next year's faculty hiring requests submittal process. • The PIE committee accepts the 2015 Prioritization List presented and recommends the list be forwarded to President's Cabinet for approval. • Hinkes added that the Program Review survey would also provide feedback to assist with future decisions regarding the submittal processes.

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

Agenda Item K: Classified Hiring Priorities Committee (CHPC)

DISCUSSION	Monica Romero: • No report at this time.

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

Agenda Item L: Goals for 2014-2015

DISCUSSION	**Continue to Improve Website and Links** **Continue to Improve Communication** **Put EMP into Operation: Goals and Measurements** **Prepare for Accreditation Self Study- Spring 2017 visit**

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

Agenda Item L: Adjournment

DISCUSSION	• PCab retreat is on Friday, May 1st at UCSD. • Meeting was adjourned by Liewen at 5:02 p.m.

Next Meeting: Tuesday, April 28, 2015, 3:30 p.m. – 5:00 p.m., A-104

Submitted by: Ginger Davis, Senior Secretary, Administrative Support
Approved on: 4/28/15