

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

February 23, 2016  
3:30 p.m. – 5:00 p.m., LRC 435

<b>ATTENDEES</b>	Madeleine Hinkes, Co-Chair (Excused)	Brianna Hays
	Angela Liewen, Co-Chair	Leroy Johnson (Excused)
	Ashanti Hands	Trina Larson
	Rachelle Agatha (Excused)	Pamela Luster
	Mariam Ahmed (Excused)	Tim McGrath
	Danene Brown (excused0	Kim Perigo (Excused)
	Kristan Clark	Charlotta Robertson (Excused)
	Meegan Feori	Monica Romero
	Rob Fremland	Cheryl Ching
	Genevieve Esguerra	Charlie Lieu

**Agenda Item A: Call to Order:** By Liewen at 3:35 p.m. in LRC 435.

<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li><b>1. Introduction of Cheryl Ching, CUE</b> <ul style="list-style-type: none"> <li>• Studying equity work at Mesa for her dissertation.</li> </ul> </li> <li><b>2. Approval of the February 9, 2016 Minutes</b> <ul style="list-style-type: none"> <li>• The minutes draft was emailed to PIEC prior to the meeting for review.</li> <li>• The Minutes were M/S/C by committee</li> </ul> </li> </ol>
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<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<ul style="list-style-type: none"> <li>• Post to the PIEC minutes webpage</li> </ul>	<ul style="list-style-type: none"> <li>• Madeleine Hinkes</li> </ul>	<ul style="list-style-type: none"> <li>• Before the next PIEC meeting.</li> </ul>

**Agenda Item B: Continuing Business**

<b>DISCUSSION</b>	<b>IEPI PRT Summary of Initial Observations- Pam</b>
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	<ul style="list-style-type: none"> <li>• Needed assistance w/ Outcome Assessment and asked for IEPI experts to provide a visit and they provided their observations</li> <li>• Team provided a summary from their visit in November 2015.</li> <li>• Next step is based on summary. Team provides a menu of services before their next visit; we are still waiting for options. This will be an opportunity to work with the team on implementing suggestions</li> <li>• Visit on April 6</li> <li>• Summary was discussed at COA</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Prepare for meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Madeleine Hinkes &amp; Beth Cain</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>

**Agenda Item C: New Business**

<b>DISCUSSION</b>	<p><b>Accreditation Survey, part 2 (Hays)</b></p> <ul style="list-style-type: none"> <li>• Bri Hays presented the Mesa College 2015 Employee Feedback Survey aligned with ACCJC standards, sent out March &amp; April 2015. It was sent by District Research Office and is being vetted through college. Part 1 (Students) was presented on Feb 9</li> <li>• Overview &amp; Purpose <ul style="list-style-type: none"> <li>-Information from the surveys may be used to:</li> </ul> </li> <li>• Six Domains of Employee Perception and Opinion: IE, programs, services, instruction, facilities, overall satisfaction</li> <li>• Instrumentation <ul style="list-style-type: none"> <li>-the survey contained</li> <li>-face and content validity criteria</li> </ul> </li> <li>• Methodology &amp; Implementation</li> <li>• Respondent profile</li> <li>• The Findings <ul style="list-style-type: none"> <li>-Improving Institutional Effectiveness</li> </ul> </li> </ul> <p>Pam suggested that another subset of questions be sent out to be surveyed and be used as evidence.</p> <ul style="list-style-type: none"> <li>-Student Learning, Programs &amp; Services</li> <li>-Instructional Programs &amp; SLOs/Administrative Unit Outcomes</li> <li>-Student Support Services</li> <li>-Library &amp; Learning Support Services</li> <li>-Human Resources</li> <li>-Technological Resources</li> <li>-Physical Resources</li> <li>-Financial Resources</li> <li>-Decision-Making Roles and Processes</li> <li>-College &amp; District Administration</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>Put survey results on website</li> </ul>	<ul style="list-style-type: none"> <li>Virgie Enriquez</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>

**Agenda Item D: Research**

<b>DISCUSSION</b>	<b>Bri Hays: No report</b>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>None</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>

**Agenda Item E: Accreditation**

<b>DISCUSSION</b>	<b>Danene Brown:</b> <ul style="list-style-type: none"> <li>Trina reported on behalf of Danene</li> <li>There are writing workshops every Thursday from 2-330 pm to provide input for each standard</li> <li>Pam and Danene are sitting on Accreditation teams at East LA College.</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>None</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>Next meeting</li> </ul>

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

<b>DISCUSSION</b>	<b>Monica Romero/ Ashanti Hands:</b> <ul style="list-style-type: none"> <li>SSSP, Equity- no report</li> <li>Title V, planning: classroom tutoring planning is being integrated</li> <li>Summer CRUISE- bringing more integration with first year experience</li> <li>Working on English curriculum and working with District.</li> <li>LOFT will be open on April 5th</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>None</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>

**Agenda Item G: Program Review**

<b>DISCUSSION</b>	<b>Madeleine Hinkes:</b> <ul style="list-style-type: none"><li>• Pulling reports on CHP, FHP, BARC</li></ul>
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<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<ul style="list-style-type: none"><li>• None</li></ul>	<ul style="list-style-type: none"><li>• N/A</li></ul>	<ul style="list-style-type: none"><li>• N/A</li></ul>

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

<b>DISCUSSION</b>	<b>Kris Clark:</b> <ul style="list-style-type: none"><li>• Working on handbook and will be completed at end of Spring semester</li><li>• Workshop on assessments- looking at the basics of assessment, terminologies, and how to use the data in assessment</li><li>• Working on ACCJC Annual Report with Bri.</li><li>• Kris and Charlie: TaskStream programming is being looked at to make it more efficient.</li><li>• CampusLabs workshop/demo on April 11.</li><li>• Convocation theme- Celebrating outcomes</li></ul>
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<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<ul style="list-style-type: none"><li>• None</li></ul>	<ul style="list-style-type: none"><li>• N/A</li></ul>	<ul style="list-style-type: none"><li>• N/A</li></ul>

**Agenda Item I: BARC**

<b>DISCUSSION</b>	<b>Rachelle Agatha:</b> <ul style="list-style-type: none"><li>• No report</li></ul>
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<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<ul style="list-style-type: none"><li>• None</li></ul>	<ul style="list-style-type: none"><li>• N/A</li></ul>	<ul style="list-style-type: none"><li>• N/A</li></ul>

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

<b>DISCUSSION</b>	<b>Rob Fremland:</b> <ul style="list-style-type: none"><li>• FHPC process is meeting 2/26</li></ul>
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<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<ul style="list-style-type: none"><li>• None</li></ul>	<ul style="list-style-type: none"><li>• N/A</li></ul>	<ul style="list-style-type: none"><li>• N/A</li></ul>

**Agenda Item K: Classified Hiring Priorities Committee (CHPC)**

<b>DISCUSSION</b>	<b>Trina Larson:</b> <ul style="list-style-type: none"><li>• No report.</li></ul>
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<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<ul style="list-style-type: none"><li>• None</li></ul>	<ul style="list-style-type: none"><li>• N/A</li></ul>	<ul style="list-style-type: none"><li>• N/A</li></ul>

**Agenda Item L: Goals for 2015-2016**

<b>DISCUSSION</b>	<ol style="list-style-type: none"><li>1. Ensure our actions address our strategic goals</li><li>2. Work towards improvement of institutional effectiveness</li><li>3. Meet accountability obligations (ACCJC, IEPI)</li><li>4. Review mission, vision, and values and Institutional Learning Outcomes (ILOs)</li></ol>
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<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<ul style="list-style-type: none"><li>• None</li></ul>	<ul style="list-style-type: none"><li>• N/A</li></ul>	<ul style="list-style-type: none"><li>• N/A</li></ul>

**Agenda Item L: Adjournment**

<b>DISCUSSION</b>	<ul style="list-style-type: none"><li>• Meeting was adjourned by Liewen at 4:52 p.m.</li></ul>
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**Next Meeting: Tuesday, March 8, 2016, 3:30 p.m. – 5:00 p.m., A-104**

Submitted by: Virginia Enriquez, Administrative Support  
Approved on: March 8, 2016