

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

February 9, 2016  
3:30 p.m. – 5:00 p.m., LRC 435

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

**Agenda Item A: Call to Order:** By Hinkes at 3:39 p.m. in LRC 435.

<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li><b>1. Approval of November 10, 2015 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 Perigo and Liewen. Genevieve Esguerra abstained.</li> </ul> </li> <li><b>2. Approval of the December 8, 2015 Retreat 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 Perigo and Clark.</li> </ul> </li> </ol>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Post to the PIEC minutes webpage</li> </ul>	<ul style="list-style-type: none"> <li>• Virginia Enriquez</li> </ul>	<ul style="list-style-type: none"> <li>• Before the next PIEC meeting.</li> </ul>
<ul style="list-style-type: none"> <li>• Follow up with ASG regarding PIEC presentation</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>Action items from retreat</b> <ul style="list-style-type: none"> <li>• COA is continuing to work on the outcomes assessment manual.</li> <li>• IEPI PRT 2<sup>nd</sup> visit is in the works; possibly on April 6<sup>th</sup>. A menu of options will be sent by the team to go over to see what works for the campus and meet as a work group to “chew” over suggestions.</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 C:      New Business**

<b>DISCUSSION</b>	<b>Accreditation Survey, part 1 (Hays)</b> <ul style="list-style-type: none"> <li>• Bri Hays presented the Mesa College 2015 Student Feedback Survey which was administered in Spring 2015, weeks 5-8. The surveys were first generated in 2009 and are vetted by the District Research Office. The colleges are able to provide limited input as to what questions are asked.</li> <li>• Revisions have been made to reflect the new accreditation standards</li> <li>• Information from the surveys may be used to: <ul style="list-style-type: none"> <li>○ Track student satisfaction trends</li> <li>○ Plan improvement action items</li> <li>○ Support other planning decisions</li> </ul> </li> <li>• Six Domains of Student Perception and Option <ul style="list-style-type: none"> <li>○ Instruction</li> <li>○ Student Services</li> <li>○ Personal Development</li> <li>○ Resources</li> <li>○ College Leadership</li> <li>○ Overall Satisfaction</li> </ul> </li> <li>• Instrumentation <ul style="list-style-type: none"> <li>○ The survey contained: <ul style="list-style-type: none"> <li>➤ 74 Likert-scale items including five profile questions</li> <li>➤ Two open-ended items</li> <li>➤ Some items from 2012 survey were omitted, all others were the same, except for a few additions</li> </ul> </li> <li>○ Face and Content Validity Criteria <ul style="list-style-type: none"> <li>➤ Accreditation standards</li> <li>➤ Student perceptions and opinions</li> <li>➤ Perceptually-based</li> <li>➤ Complex processes or systems</li> <li>➤ District Accreditation Coordinating Committee</li> </ul> </li> </ul> </li> <li>• Methodology &amp; Implementation <ul style="list-style-type: none"> <li>○ College and District Research Offices</li> </ul> </li> </ul>
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- Worked with campuses to refine and vet survey instruments in Fall 2014
- Random Sample
  - Stratified by day and evening
  - Online students included in the sample
  - Lowest level ESOL students excluded
- Survey Administration
  - Online: e-survey
  - Fifth through eight weeks of Spring 2015 semester
  - 30-40 minutes to complete
- Respondent Profile
  - Response Rate
  - Gender
  - Age
  - Ethnicity
  - Primary Institution
  - Number of Semesters
  - Number of Units
  - Modality
- The Findings (2009-2012-2015)- survey questions were based on the following subjects:
  - Course availability
  - Instruction
  - Course scheduling
  - Admissions and course registration
  - Financial aid and fees
  - Follow-up of student academic success
  - Personal development (related to ILOs)
  - Technology resources
  - Physical resources
  - Mission and policies
  - Decision-making roles and processes
  - Board and administrative organization
- The results of the survey have consistently gone up on agreeability.
- Open ended comments from the survey have to be fully reviewed and are positive.

Comments & Reflection:

- Kim Perigo brought up that it would be interesting to look into what changes were going on at the college and how that correlates with the results from the survey.
- Due to survey results and comments being anonymous, how would there be follow up to get more information on issues. A suggestion was made that focus groups could be organized and meet to follow up on the issues.
- The committee asked how the college can make further requests to suggest or edit questions. Bri explained that the college can make suggestions and that the questions will be vetted.
- Kris Clark asked if there has been comparison of the student and employee

	<p>survey. Bri explained that at the next PIEC the employee survey results would be shared.</p> <p><b>Equity dissertation (USC)</b></p> <ul style="list-style-type: none"> <li>Madeleine Hinkes was contacted by Cheryl Ching from CUE/USC who requested to sit in on a PIEC meeting. Consent forms were provided to committee, and Cheryl will be at next PIEC.</li> </ul>

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 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>	<p><b>Danene Brown:</b></p> <ul style="list-style-type: none"> <li>Danene Brown attended ACCJC Site Visit Team Training two weeks ago. Our district was well represented at the training..</li> <li>A rough draft of Mesa’s self-evaluation is in progress and needs to be completed by end of Spring 2016. There will be writing sessions for each standard. The ACCJC visit is in one year.</li> <li>Brown asked the committee to provide a description of Integrated Planning Model (Standard 1).</li> <li>Tim McGrath asked that the committee be well versed with the self-study so when ACCJC visits the committee can be prepared to answer questions.</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>Provide Institutional Planning Guide to committee.</li> </ul>	<ul style="list-style-type: none"> <li>Madeleine Hinkes</li> </ul>	<ul style="list-style-type: none"> <li>Next meeting</li> </ul>

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

<b>DISCUSSION</b>	<p><b>Monica Romero/ Ashanti Hands:</b></p> <ul style="list-style-type: none"> <li>No report</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>Waiting for Liaison &amp; Managers final review. Thursday, February 11<sup>th</sup> is the deadline for submittal.</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 H: Committee on Outcomes and Assessment (COA)**

<b>DISCUSSION</b>	<b>Kris Clark:</b> <ul style="list-style-type: none"> <li>No report.</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 I: BARC**

<b>DISCUSSION</b>	<b>Rachelle Agatha:</b> <ul style="list-style-type: none"> <li>No report</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 J: Faculty Hiring Priorities Committee (FHPC)**

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

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

**Agenda Item L: Adjournment**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• Meeting was adjourned by Hinkes at 4:58 p.m.</li> </ul>
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**Next Meeting: Tuesday, February 23, 2016, 3:30 p.m. – 5:00 p.m., A-104**

Submitted by: Virginia Enriquez, Administrative Support

Approved on: February 23, 2016