

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

March 8, 2016
3:30 p.m. – 5:00 p.m., A-104

ATTENDEES	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 (excused)	Kim Perigo (excused)
	Kristan Clark	Charlotta Robertson
	Meegan Feori	Monica Romero
	Rob Fremland	Cheryl Ching
	Genevieve Esguerra (excused)	Charlie Lieu
	Ashanti Hands	Chris Sullivan (guest)

Agenda Item A: Call to Order: By Madeleine Hinkes at 3:40 p.m. in A-104.

DISCUSSION	<p>1. Approval of the February 23, 2016 Minutes</p> <ul style="list-style-type: none"> The minutes draft was emailed to PIEC prior to the meeting for review. The Minutes were M/S/C by Kris and Rob
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> Post to the PIEC minutes webpage 	<ul style="list-style-type: none"> Madeleine Hinkes 	<ul style="list-style-type: none"> Before the next PIEC meeting

Agenda Item B: Continuing Business

DISCUSSION	<p>Accreditation survey, part 3: Student/Employee Comparisons</p> <ul style="list-style-type: none"> Brief presentation by Bri Hays showing similar questions/responses on both versions
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	<ul style="list-style-type: none"> • Results seem to show that students approved more than employees • Some questions may need to be changed to apply to student/employees • Parking/campus access is an issue, may need to dig deeper to find alternate solutions • Most responses were from part-time faculty (45% of Employees)
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • More detailed analysis of the survey will be presented at next PIEC Meeting 	<ul style="list-style-type: none"> • Bri Hays 	<ul style="list-style-type: none"> • Next Meeting

Agenda Item C: New Business

DISCUSSION	<p>Definition of Institutional Effectiveness, for Accreditation self-study</p> <p>Chris/Madeleine:</p> <ul style="list-style-type: none"> • A clear definition of Institutional Effectiveness is needed for consistency and understanding • Committee reviewed documents “Standard I.B” and “IE 101” • How do we define IE? • Need to look at evidence to support definition • Set goals to where we want to go • Meeting progress of our stated goals and mission statement • Review Mesa IE and PIE web site for guidance
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Send Madeleine sample definition of IE 	<ul style="list-style-type: none"> • All committee members 	<ul style="list-style-type: none"> • Next meeting

Agenda Item D: Research

DISCUSSION	Bri Hays: No report
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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 E: Accreditation

DISCUSSION	<p>Madeleine:</p> <ul style="list-style-type: none"> • Pam and team on accreditation visit at East Los Angeles College <p>Chris:</p> <ul style="list-style-type: none"> • Tri Chairs will be looking at survey to analyze student vs. staff responses and outcomes <p>Charlotta:</p> <ul style="list-style-type: none"> • Review Standard Workshop • Framework on LA District • Focus on 2-3 items we can implement • Distance education, need for parity. Same quality versus ground classes • Policy on distance education
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

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

DISCUSSION	<p>Monica Romero/Ashanti Hands</p> <ul style="list-style-type: none"> • Minority Male Community College Collaborative to present findings • 2 upcoming campus presentations, March 23rd “Presentation of Findings from Faculty Review” and April 14th “Presentation of Findings from Focus Groups” • Additional presentation at Cabinet Meeting • CUE Survey underway, deadline is March 14th • Findings will be presented at next PIEC meeting • Jumpstart survey of participants and family • Will help us understand how we can enhance program, track student progress, and address equity gaps
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item G: Program Review

DISCUSSION	<p>Madeleine Hinkes:</p> <ul style="list-style-type: none"> • Pulled faculty, classified, BARC, and facilities requests • Will PDF requests and Program Reviews, then print and file • Compile information for annual report • Review of Program Review Meeting on March 4th • Bri conducted focus group meeting to assess how the process went, navigation of Taskstream, need for addition training, usage of research data
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	<ul style="list-style-type: none"> Survey will go out to managers, lead writers, liaison, BARC, FHPC, and CHPC next week
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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 H: Committee on Outcomes and Assessment (COA)

DISCUSSION	Kris Clark: No Report
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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 I: BARC

DISCUSSION	Madeleine Hinkes: <ul style="list-style-type: none"> 99 BARC requests made Request for new computers, software, supplies, enhanced budget 15 facilities requests made Rachelle will work with Program Deans to determine budget needs
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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 J: Faculty Hiring Priorities Committee (FHPC)

DISCUSSION	Rob Fremland: <ul style="list-style-type: none"> 40 faculty requests made Committee will do rankings next week Overall tone is positive and creative and student-focused
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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 K: Classified Hiring Priorities Committee (CHPC)

DISCUSSION	Trina Larson: <ul style="list-style-type: none"> 54 Classified requests made
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	<ul style="list-style-type: none"> Committee has started on the scoring process
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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 L: Goals for 2015-2016

DISCUSSION	<ol style="list-style-type: none"> Ensure our actions address our strategic goals Work towards improvement of institutional effectiveness Meet accountability obligations (ACCJC, IEPI) Review mission, vision, and values and Institutional Learning Outcomes (ILOs)
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> Submit definition of IE to Madeleine Hinkes 	<ul style="list-style-type: none"> Committee members 	<ul style="list-style-type: none"> Next meeting

Agenda Item L: Adjournment

DISCUSSION	<ul style="list-style-type: none"> Meeting was adjourned by Madeleine Hinkes at 4:40 p.m.
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Next Meeting: Tuesday, March 22, 2016, 3:30 p.m. – 5:00 p.m., A-104
 President’s Cabinet retreat, Friday April 29

Submitted by: Charlie Lieu, Administrative Technician

Approved on: March 22, 2016