

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

December 12, 2017
3:30 p.m. – 5:00 p.m., MC 211B

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

Agenda Item A: Call to Order: By Madeleine Hinkes at 03:35 p.m. in MC211B.

DISCUSSION	<p>1. Approval of the November 28, 2017 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 by Ian Duckles 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	<p>1. Committee evaluations (Bridget Herrin) :</p> <ul style="list-style-type: none"> • Fullerton example, survey https://nocccd.az1.qualtrics.com/jfe/preview/SV_4YerziTqxCtEocZ?Q_CHL=preview . We liked this structure and are looking for feedback, it has a structure for self-assessment as well as to determine the campus wide view on the committee • Cabrillo example, also a survey structure. It begins by asking to click on which committee you're on, and then answer questions. • Concern to have to answer the same survey for each committee one serves; a solution is to run the survey in a cyclical way. The survey should be built to ask if we have the adequate number of committees, are they doing what they are intended to do, are they doing it effectively, is the committee relevant • We must determine the survey content according to the end goal • Concern regarding survey discrimination; solution to raise the sensitivity of the survey • Idea to create a document for all committees; taskforce to create this document (Ian, Ed, Charlotta, Andy) <p>2. Guided Pathways (Bridget Herrin):</p> <ul style="list-style-type: none"> • We received the approval of self-assessment from all constituent groups • President's proposal to create a Mesa Pathways taskforce • Mesa Pathways taskforce composed of 2 students, 2 classified, 2 administrators, 4 faculty; the list should be given to the president prior to winter break • Proposals for membership in that taskforce may include a higher number of classified and administrators • The chancellor's office sent us a template for a work plan structured around the elements of pathways. The due date deadline did not change. The plan covers phase one, \$150 mil allocation across CCs over 5 yrs • Guided Pathways is an opportunity for our college to set our own goals and determine our best path to success • In order to follow the guided pathways approach or creating the Mesa Pathways, we have to fill certain requirements, Step one: attend the IEPI workshop on October 30, 2017. Step two: Complete Self-Assessment, 14 Elements, due December 23, 2017; draft was ready for PCAB December 5. The draft was reviewed by all three senates and the final version will be submitted to the District by December 15 and then submitted to the state. Step three: Multi-year work plan due March 30. • Resources are posted on website linked here • All CCs have the intent to participate • Template will be linked to the guided pathways section of web

ACTION ITEMS	PERSON	DEADLINE
1. Taskforce to create the self-assessment document for committee evaluations	1. Ian, Ed, Charlotta, Andy	April 2018
2. Add Cabrillo survey link	2. Mona King	

Agenda Item C: New Business: Preview of 2018 Work (Hinkes):

DISCUSSION	<ul style="list-style-type: none"> • COA is working on ILO survey • IP survey will be sent out to all participants in the program review workflow for feedback • Review the mission statement in spring • IEPI data, achievement goals , more discussion at the retreat • Reports from FHP, CHP, BARC
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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"> • No Report
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A

Agenda Item E: Accreditation (Hinkes): QFE

DISCUSSION	<p>Madeleine Hinkes:</p> <ul style="list-style-type: none"> • Complete the form called “Progress on recommendations from accreditation visit”; subcommittee of Danene, Madeleine, Kim, Meegan, Ian, Yolanda, Lisa Shapiro • Due May 4, 2018; Danene will convene group (Chris Sullivan added later)
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Accreditation Visit Progress Update 	<ul style="list-style-type: none"> • Danene, Madeleine, Kim, Meegan, Ian, Yolanda, Lisa 	<ul style="list-style-type: none"> • May 4

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

DISCUSSION	<p>Student Services (Miller):</p> <ul style="list-style-type: none"> Scholarship applications started, encourage students to apply
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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	<p>Madeleine Hinkes:</p> <ul style="list-style-type: none"> Program Review committee is working on next year's comprehensive Program Review, and that plan draft will be presented to governance groups in the spring. Monday, Dec 4, 2017 through Friday, Jan 19, 2018: Liaisons and Managers enter reviews into Taskstream Final edits are due by Friday Feb 2, 2018 and system closes Feb 5
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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) (Clark):

DISCUSSION	<ul style="list-style-type: none"> 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 (Agatha):

DISCUSSION	<ul style="list-style-type: none"> 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 J: Faculty Hiring Priorities Committee (FHPC)

DISCUSSION	<ul style="list-style-type: none"> 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 K: Classified Hiring Priorities Committee (CHPC)

DISCUSSION	<ul style="list-style-type: none"> 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 L: Announcements:

DISCUSSION	<ol style="list-style-type: none"> Next meeting, February 13, 2018
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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: Anda McComb, Administrative Technician

Approved on: