

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

August 28, 2018
3:30 p.m. – 5:00 p.m., MC 211B

ATTENDEES	Madeleine Hinkes, Co-Chair	Victoria Miller
	Meegan Feori, Co-Chair	Kim Perigo
	Danene Brown	Scott Plambek
	Ian Duckles	Monica Romero* (absent)
	Ashanti Hands	Leslie Shimazaki
	Ed Helscher	Irena Stojimirovic (excused)
	Bridget Herrin*	Lorenze Legaspi (absent)
	Holly Jagielinski	
	Leroy Johnson	
	Terry Kohlenberg	
	Leticia Lopez (absent)*	
	Pam Luster*	
	Andrew MacNeill	Staff Assistant: Sahar King , Anda McComb
		Guest:

Agenda Item A: Call to Order: By Madeleine Hinkes at 3:52 p.m. in MC211B.

DISCUSSION	<p>1. Orientation</p> <ul style="list-style-type: none"> ➤ Welcome to first PIEC 2018-2019 committee meeting ➤ We are going to be paperless (green) this year ➤ The Planning and Institutional Effectiveness Committee (PIE) is a participatory governance committee that reports directly to President’s Cabinet. The recommendations of this committee are submitted to the President’s Cabinet for review and adoption. ➤ Governance Chart ➤ Topics: EMP, Funding formula, use of data. <p>2. Approval of the May 22, 2018 Minutes</p>
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	<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. Governance committee evaluations; grid</p> <ul style="list-style-type: none"> ➤ Accreditation team recommended that governance committees should self-evaluate. ➤ Going through the year, topics will be tracked for the midterm report. ➤ Committee Accreditation updates <p>2. Goals for PIE Committee</p> <ul style="list-style-type: none"> ➤ Goals for PIE committee will be looked over for the next meeting. ➤ Goal number 4 needs to be revised <p>3. Membership, calendar, co-chair</p> <ul style="list-style-type: none"> ➤ We need 2 classified, 1 faculty and 1 student member. ➤ We going to update the website after the membership are complete. ➤ Committee is currently in search for members. ➤ Elections for co-chair will also occur next meeting. ➤ Meeting schedule distributed. <p>4. Mesa Pathways update (Hands)</p> <ul style="list-style-type: none"> ➤ There were 2 half-day retreats to talk about various topics, including goals, structure of the committee, conversations around equity and change. ➤ First meeting will be September 13th ➤ Will be partnering with Dr. Solano to provide coaching to the group. ➤ The campus will receive invitation to participate soon. ➤ Meetings will be open in order to have more participation. ➤ There will be targeted outreach and emails giving an idea of what will be discussed during the meetings. ➤ We are updating you on the Mesa Pathways and will provide an aggregate picture of the college's Pathways process with regards to inquiry, design, and implementation of key elements and how they are processing over time
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ACTION ITEMS	PERSON	DEADLINE
<ol style="list-style-type: none"> 1. Look over PIE goals and see if they need updating 2. Run for co-chair 	Committee members	<ul style="list-style-type: none"> • Next meeting

Agenda Item C: New Business

DISCUSSION	<p>1. Integrated Planning calendar review</p> <ul style="list-style-type: none"> ➤ As the year goes on, master planning will be a topic of discussion to see where we are as a campus as we prepare for our Ed Master Plan. ➤ Please review the Integrated Planning calendar ➤ Integrated Planning calendar <p>2. Institutional Planning & Governance Guide (IPGG)</p> <ul style="list-style-type: none"> ➤ IPGG ➤ IPGG will be updated, with the help of many people. Hinkes will send out work chart.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Make updates to planning calendar. 	Committee members	<ul style="list-style-type: none"> • Next meeting

Agenda Item D: Research (Herrin):

DISCUSSION	<p>Bridget Herrin: Governance Survey Results:</p> <ul style="list-style-type: none"> ➤ Survey is the result of an accreditation team recommendation that governance committees develop a formal self-evaluation process. ➤ Survey was piloted in the spring with COA and PIE having the most responses. ➤ The results were to go to the committees themselves in order for them to go over their results. ➤ Maybe send a summarized version of the results to the committee chairs. ➤ Some questions seem to be asking things that hint that they should be doing those things. ➤ These questions might not need to be asked. ➤ The survey PowerPoint will be sent out to committee members. ➤ PowerPoint ➤ How will each committee use the results to improve? ➤ Add introduction when survey is sent out ➤ Send final version to President’s Cabinet
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • 		<ul style="list-style-type: none"> • N/A

Agenda Item E: Accreditation (Brown):

DISCUSSION	Danene Brown: <ul style="list-style-type: none"> • No Report
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
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Agenda Item F: Student Success/Equity/Title V (Hands):

DISCUSSION	Student Services-Ashanti Hands: <ul style="list-style-type: none"> ➤ Equity committee will be working on an equity crosswalk to see where some gaps are. ➤ We are working with Math department ➤ We will be working with program review and Mesa pathways to ensure a focus on equity.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item G: Program Review (Hinkes)

DISCUSSION	Madeleine Hinkes: <ul style="list-style-type: none"> ➤ Trainings are available the first Friday of each month in SB 216. ➤ Anda is recording all the ZOOM trainings, and links will be provided on the website. ➤ Resource requests will be done in a different way. There will be a section on the PR website with forms for CHP, FHP, and BARC. ➤ Dashboards are constantly being improved and feedback is encouraged ➤ Kim suggested that strength and challenges report be sent to the Board through Academic Senate
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
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• None	• N/A	• N/A
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Agenda Item H: Committee on Outcomes and Assessment (COA)

DISCUSSION	<ul style="list-style-type: none"> Beginning in fall 2018, AUO DOCs will be invited to present to COA, and beginning in spring 2018, we will start the reporting cycle again with a focus on how departments are assessing and what they are learning about their Program Learning Outcomes.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item I: Budget Allocation & Recommendation Committee (Legaspi)

DISCUSSION	<ul style="list-style-type: none"> N/A
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item J: Faculty Hiring Priorities Committee (FHPC)

DISCUSSION	<ul style="list-style-type: none"> N/A
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item K: Classified Hiring Priorities Committee (CHPC)

DISCUSSION	<ul style="list-style-type: none"> N/A
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item L: Announcements:

DISCUSSION	<ol style="list-style-type: none">1. Next meeting, September 11, 20182. President's Cabinet Retreat, November 13, 2018, 1-5pm.
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Submitted by: Sahar King, Senior Secretary
Approved on:

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