SAN DIEGO
MESACOLLEGE

San Diego Mesa College
PIE Committee
Meeting Notes

October 23, 2018
3:30 p.m. – 5:00 p.m., MC 211B

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

Agenda Item A:	**Call to Order:** By Madeleine Hinkes at 3:35p.m. in MC211B.
DISCUSSION	1. Approval of October 09, 2018 Minutes ➤ The minutes draft was emailed to PIEC prior to the meeting for review. ➤ The minutes were M/S by Ed Helscher and Kim Perigo and approved.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• Post the approved PIEC minutes to webpage	• Sahar King	• As soon as possible

Agenda Item B:	**Continuing Business**
DISCUSSION	➤ **Institutional Planning and Governance Guide (IPGG)** ➤ Institutional Planning and Governance Guide (IPGG) is going to the printer next week, and we included all the feedback we had from the committee members. ➤ Next round for IPGG will start in late Spring and prepare in summer so it will be ready in Fall ➤ **Retreat preparation**

- San Diego Mesa College College-Wide Planning 2013-2019
    1. April 2013, schedule focus groups
    2. Oct 2013-Jan 2014, internal and external scans
    2. Feb-March 2014, Community and Workforce Prep forums
    3. Feb 2014, Form EMP steering committee
    4. March 2014, Draft exec summary and strategic directions & goals
    5. March 2014, Steering committee oversight of content and vetting
    6. March 2014, Vet with PIE
    7. April 2014, Vet at PCAB retreat
    8. May 2014, Vet with campus and senates
    9. May 2014, Approvals, EMP steering committee, PIE, PCAB
    10. May 2014, President approves document
    11. Oct 2014, Board approval
- In order to have plan in place by 2020, we need to begin efforts now.
- We looked to some other colleges Master planning
- Strategic Master Plan for Sierra College
  https://www.sierracollege.edu/planning-governance/master-planning/strategic-master-plan.php
- We received lots of feedback from most of the committee members about the College-Wide Planning questions:
- **How will we organize the process- similar to Accreditation with a Steering Committee? Other ideas?** Outside consultant, Utilize different groups, create a visual representation on how it all interrelates, Common workspace, A PIE Steering Committee with break out groups according to needed tasks. Led by an external facilitator. Like the idea used for G. Pathways...steering committee with break out bubbles

- **How will we organize the plan, should we simply combine the Facilities Master Plan, Ed Master Plan and a Strategic Plan into one report?** Separate docs with the narrative of how they are all connected, Create a useful doc to be used later for accreditation, Organize when each dept. has their interviews, Report to the Board on the main talking points at Mesa, highlight the needs discovered at the campus level, One combined plan could help align efforts

- **How will we engage the entire campus in the process?** Interview each department and use global questions (open-ended questions), Use the results from PR qualitative analysis to draw themes, Mindful of how change affects all areas of campus, combining the plans into one strategic report could be beneficial as long as we were mindful of length and format to ensure the reader was gleaning the needed information from it. Too much is overwhelming. Open forums. Workgroups. Online feedback opportunities. Standing agenda items on appropriate committees. Focus groups, surveys. We need buy-in by each school, admin unit, classified unit, student leadership, etc. If the bubble idea were used then encourage membership from each group.

- **For what period of time should we create the plan?** Create a timeline that is in sync with accreditation or mid-year report .Break after accreditation

| | but start thinking of the strategic planning, Shorter period, 4 years, 5 years (things change quickly)

➢ **What information would be useful to you as a committee in advising the President's Cabinet?** Crosswalk of goals (Chancellor, district, etc..), Crosswalk on Vision for Success doc, use shared metrics bubble for this work, maybe produce an organizational sort of chart with Educational Master Plan at the top and then branch out from there. Need more clarification regarding this question.

➢ **Comments:**
➢ Can we discuss how we might initially inform the Department Chairs, The Academic Senate?
➢ Where is the equity in the current plan? How will the pathways fit in this plan?
➢ Should be able to get the career information from Career Center.
➢ Our master plan should start with this document. Current Plan: Lots of comments about students not being aware/knowledgeable about the campus resources/the advent of My Mesa Pathway,
➢ We can have open live document ongoing and be mindful of state changes
➢ Shared Metrics Inquiry is the ideal group for this work
➢ We will have our next accreditation visit in March 2024
➢ What is the outcome from Retreat? The main goal is to have our timeline set and set our goals and plans to move forward
➢ Look at recent plans from other colleges
➢ From CUE Retreat: Our students don't all experience the campus in the same way |
| | |

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Look at recent Master planning from other colleges	Committee Members	

Agenda Item C: **New Business**

DISCUSSION	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• Consider the questions posed for college-wide planning and provide feedback.	• Committee Members	• Next meeting

Agenda Item D: **Research (Herrin):**

DISCUSSION	➢ Shared Metrics Inquiry Team met last week, to talk about our goals ➢ We conducted 15 focus groups with around 100 students ➢ We will have our report and presentation ready by January 2018 ➢ We are working on cross walk with PIE committee ➢ We have new Research and Planning Analyst for IR office ➢ Look at our dashboard https://www.calpassplus.org/LaunchBoard/Student-Success-Metrics.aspx

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
•		• N/A

Agenda Item E: **Mesa Pathways (Hands, Herrin)**

DISCUSSION	➢ We sent the email out to the campus to encourage the community to participate in the group. ➢ We had information about the members and who will be participating in the group. ➢ We will meet this week again and talk about CCCmypath (California Community College) how the administration can support our work, in order to achieve our goal everyone has to sit at the table. ➢ Update from the last meeting, Shared Metrics Inquiry conducted the focus groups ➢ The inclusive Decision-Making team is working on rubric and funding ➢ Guided Majors and Career Exploration, talking about CCCmypath (California Community College) and we will invite the group to come to campus and see how we can link to CCCmypath. ➢ Group Basic Skills talked about AB705 ➢ Clear Program requirements talked about updates and OER, Program mapper pilot will be topic of discussion ➢ We posted position to establish a Mesa Pathways coordinator for faculty, and application closes this week - Mesa Pathways Committee (MPC) Structure

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
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Agenda Item F: **Accreditation (Brown)**

DISCUSSION	• No report

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

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

DISCUSSION	➢ In December, we meet CUE representatives and will work with them ➢ Next year we will present on it ➢ Next year we can share our representation ➢ We will pool lots of good information about equity and what that means to our campus

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

Agenda Item H: **Program Review (Hinkes)**

DISCUSSION	• Last Friday, had an open work session.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• Take ILO survey to PCab	• N/A	• N/A

Agenda Item I: **Committee on Outcomes & Assessment (COA) (Clark)**

DISCUSSION	➢ We are reporting on COA's activity and process, where we are and what we have accomplished ➢ We are very pleased to say all of the instructional and student service DOCs have reported to COA about where they are and their achievements and challenges ➢ This semester all of the Administrative DOCs will report to COA ➢ We updated form on outcome assessment ➢ Outcomes across campus continues each flex week ➢ We held second summer institute ➢ We are looking to replace Taskstream ➢ We are looking to Canvas as a place for assessment ➢ We revised our goals ➢ Updated DOC job description

	➢ We are in mid-cycle, of 6 years ➢ Ongoing process: we took a look at the ILO Assessment of Global Consciousness ➢ We established ILO taskforce; we created questions and we will be going to get direct responses from student ➢ The ILO Assessment of Global Consciousness survey is ready to send out ➢ We will send the checklist to DOCs, chairs, and the members of the committee ➢ We are looking for a new funding source • COA report

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

Agenda Item J: **Budget Allocation & Recommendation Committee (Legaspi)**

DISCUSSION	• No report

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

Agenda Item K: **Faculty Hiring Priorities Committee (MacNeill)**

DISCUSSION	• No report

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

Agenda Item L: **Classified Hiring Priorities Committee (Picolla/McAnally)**

DISCUSSION	• No report

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

Agenda Item M: Announcements

DISCUSSION	1. Next meeting, November 27 , 2018 2. President's Cabinet Retreat, November 13, 2018, 1-5pm.

Submitted by: Sahar King, Senior Secretary

Approved on: