San Diego Mesa College
PIE Committee
Meeting Notes

April 24, 2018
3:30 p.m. – 5:00 p.m., MC 211B

ATTENDEES		
	Madeleine Hinkes, Co-Chair	Tim McGrath
	Meegan Feori, Co-Chair	Andrew MacNeill
	Danene Brown	Victoria Miller (excused)
	Yolanda Catano (excused)	Kim Perigo
	Kris Clark	Charlotta Robertson
	Ian Duckles	Monica Romero
	Ashanti Hands	Irena Stojimirovic
	Ed Helscher	Chris Sullivan
	Bridget Herrin	Manuel Velez
	Holly Jagielinski	David Fierro
	Leroy Johnson	Sumaya Ali (Absent)
	Leticia Lopez (excused)	Guests: Scott plambek
	Pam Luster	Staff Assistant: Sahar King , Sandra Perez

Agenda Item A:	Call to Order: By Madeleine Hinkes at 03:38 p.m. in MC211B.

DISCUSSION	1. **Approval of the April 10, 2018 Minutes** • The minutes draft was emailed to PIEC prior to the meeting for review. • The minutes were M/S by Ian Duckles and Manuel Velez and approved.

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

Agenda Item B: **Continuing Business**

DISCUSSION	1. **Mission statement review**
	    ➢ Conditionally approved by PIEC pending Academic Senate approval.
	    ➢ Mission Review
	
	2. **Governance Committee evaluations**
	    ➢ This committee can take the survey and then email Bridget feedback on the questions.
	    ➢ It might also be sent to other committees to be reviewed and tested without analyzing their results.
	    ➢ The hope is that this survey is ready to be taken by next spring.
	    ➢ PIEC, COA, FHP, Student Government will be a part of this preliminary review process.
	    ➢ If one person is in multiple groups they will not need to take it more than once for this round of testing.
	    ➢ In the future, there can be staggering for this evaluation so people in multiple committees will not have to take it multiple times in each year.
	
	3. **Mesa Pathways update**
	    ➢ Guided Pathways 101 PPT
	    ➢ Working on turning the taskforce into a committee.
	    ➢ A new website was released with resources, articles, handouts and more by the American Association of Community Colleges for guided pathways. There is a link on our website.
	    ➢ link to guided-pathways

ACTION ITEMS	PERSON	DEADLINE
1. Incorporate comments on Mission statement	1. Madeleine	1. May 8, 2018

Agenda Item C: **New Business: Multiyear calendar**

DISCUSSION	1. **Governance Committee grid**
	    ➢ We would like a way to document how each committee is doing.
	    ➢ Whoever runs each committee can present on what points they have addressed throughout the year.
	    ➢ Maybe the language should be explained some more. Maybe make this an electronic form where we can get the results in a worksheet or database.

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➢ Goal is to gather all the data to be easily available when we write accreditation midterm report.
➢ Could this be something that could be incorporated into the Governance evaluations?
➢ We would only need one grid from the committee to answer the questions.
➢ Committee chair could lead the discussion.
➢ We could make it a part of the committee meeting so then everyone could collaborate.
➢ For the next meeting: The committee will come back to this with ways to distribute it to committees and the subgroup will change some of the wording to make it more user-friendly.
➢

2. Institution Set Standards
➢ PCAB retreat reviewed some of the standards and filled out a spreadsheet 18-19 institution set standards and for our 1 and 5 year goals.
➢ We were asked to set goals with regards for IEPI. However, we were told that we did not have to set IEPI goals this year. Either way, we like having goals because it keeps us on track.
➢ Some metrics did not have any numbers because we did not have data for them.
➢ The ranges of numbers were given at the PCAB retreat with some tight numbers and other wide numbers.
➢ Suggested: Use the average and then go one standard deviation from that.
➢ We see a big jump First time student fall to spring persistence because we changed the way we assess incoming students.
➢ First time student term 1 to term 2 persistence: 18/19 ISS, 53%; 1 year goal, 58%; 5 year goal, 65% suggested.
➢ Number of AA degrees awarded: 18/19 ISS , 1800.
➢ Number of certificates awarded: 18/19 ISS, 325.

3. Multiyear calendar
➢ It can be refined as we get into more detailed planning each year.
➢ Technology plan has been added under facilities.
➢ This is sent to PCAB in the spring, so there are a few more weeks available to make changes.

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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
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Agenda Item D: **Research: Research (Herrin)**

DISCUSSION	➢ No Report

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• **N/A**	• N/A	• N/A

Agenda Item E: **Accreditation (Brown and Hinkes) Work on Recommendations**

DISCUSSION	1. The 2017 Institutional Accreditation Visit Progress Update document consists of recommendations for compliance and/or improvement, as appropriate. The Progress Made section may include narrative that speaks to the progress and results of the individual recommendation. ➢ **2017 Institutional Accreditation Visit** ➢ **Committee Accreditation Updates**

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• Accreditation Visit Progress Update	• Danene, Madeleine, Kim, Meegan, Ian, Yolanda, Lisa, Chris	• May 4

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

DISCUSSION	➢ No Report

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

Agenda Item G: **Program Review (Madeleine):**

DISCUSSION	➢ Finishing reporting and starting to plan for comprehensive.

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

Agenda Item H: **Committee on Outcomes and Assessment (COA) (Clark)**

DISCUSSION	➢ No Report

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

Agenda Item I: **Budget Allocation & Recommendation Committee (BARC) David Fierro**

DISCUSSION	➢ As of today, has received Perkins recommendations. ➢ If you have been approved, you will be receiving an email. ➢ Working on getting an online form instead of having to fill out an excel/PDF form. ➢ BARC Presentation

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

Agenda Item J: **Faculty Hiring Priorities Committee (FHPC) Andy MacNeill**

DISCUSSION	➢ Presented their list of recommendations to PCAB. On Friday, will be looking at the forms and will bring that back at the next meeting for approval ➢ FHPC Recommendation List

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

Agenda Item K: **Classified Hiring Priorities Committee (CHPC)**

DISCUSSION	➢ Classified Hiring Priority Recommendation

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

Agenda Item L: **Announcements:**

DISCUSSION	1. Next meeting, May 22,2018 2. Drama Dept: You Will be Found, A Musical Revue, May 6th & 12th , 2pm 3. Farmer's market may 17th

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

Submitted by: Sahar King (Mona)
Approved on: