

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

May 08, 2018  
3:30 p.m. – 5:00 p.m., LRC 435

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

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

<b>DISCUSSION</b>	<p><b>1. Approval of the April 24, 2018 Minutes</b></p> <ul style="list-style-type: none"> <li>• The minutes draft was emailed to PIEC prior to the meeting for review.</li> <li>• The minutes were M/S by Danene Brown and Holly Jagielinski and approved.</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Post the PIEC minutes to webpage</li> </ul>	<ul style="list-style-type: none"> <li>• Sahar King</li> </ul>	<ul style="list-style-type: none"> <li>• As soon as possible</li> </ul>

## Agenda Item B: Continuing Business

<b>DISCUSSION</b>	<ol style="list-style-type: none"><li><b>1. Mission Statement Review</b><ul style="list-style-type: none"><li>➤ Conditionally approved by PIEC pending Academic Senate approval</li><li>➤ <a href="#">Mission Review</a></li><li>➤ Some changes were sent from academic senate.</li><li>➤ All other groups have said yes, while only one person has made changes.</li><li>➤ Letter C changes the whole tone.</li><li>➤ Letter B seems to be more popular overall.</li><li>➤ Both excellence and equity should be seen in the mission.</li><li>➤ M/S to accept letter B by Kim Perigo and Yolanda Catano and approved.</li></ul></li> <li><b>2. Governance Committee Evaluations</b><ul style="list-style-type: none"><li>➤ Bridget feedback on the survey</li><li>➤ PIEC, COA, FHP, Student Government was part of this preliminary review process.</li><li>➤ 22-23 have responded to evaluations so far.</li><li>➤ This process was meant to evaluate the survey, not the respective committees.</li><li>➤ Nothing major was asked to be changed, only a few minor wordings.</li><li>➤ It will be further discussed in the next meeting.</li><li>➤ This will help us go through the feedback in order to approve the format of the survey.</li><li>➤ “Is there a form of committee intro?” Will we be doing some sort of flex event or orientation?</li><li>➤ Possibility of a fair or flex opportunity for professional development.</li><li>➤ Need to have some form of talks in order to bring some new fresh ideas in committees.</li><li>➤ When moving forward, we will need a review of a committee list and deciding who to send it to.</li><li>➤ The point of this is so that committees will be able to self-evaluate.</li></ul></li> <li><b>3. Mesa Pathways Update</b><ul style="list-style-type: none"><li>➤ <a href="#">Guided Pathways 101 PPT</a></li><li>➤ We will be taking the formation of the Mesa Pathways Committee to PCAB for a second read and approval on Tuesday, May 15th.</li><li>➤ We hope to receive committee appointments by May 18th and hold our first meeting the week of the 21<sup>st</sup>.</li><li>➤ We plan to have a summer work group to determine our first official launch for the committee and a fall launch for campus.</li><li>➤ <a href="#">link to guided-pathways</a></li><li>➤ How do pathways and program review connect?</li><li>➤ Pathways need to be something that is constantly thought about or worked on.</li><li>➤ Some feel that there is some confusion as to the questions being asked.</li><li>➤ There are very few opportunities to gather information systematically and</li></ul></li></ol>
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	<p>see how we can leverage it.</p> <ul style="list-style-type: none"> <li>➤ Part of what we are trying to get at is that the program is a part of the college.</li> <li>➤ Some things feel repetitious when you write it.</li> <li>➤ “What exactly are you trying to get from me?” is a question that might be asked when trying to give responses.</li> </ul> <p><b>4. Governance Committee Grid</b></p> <ul style="list-style-type: none"> <li>➤ Committees can fill this out at the end of the year.</li> <li>➤ This is out of the QFE that helps explain each of the topics.</li> <li>➤ 1.3: instead of classified staff change it to classified professionals.</li> <li>➤ Ailene is changing it into a fillable form.</li> </ul> <p><b>5. Institution-Set Standards</b></p> <ul style="list-style-type: none"> <li>➤ In an effort to make things easier, this has been revised.</li> <li>➤ Proposing to focus on the 5 areas that the ACCJC requires.</li> <li>➤ Proposing that some of these goals be moved out to other parts of campus, such as BSSOT, Pathways, PIEC, and Strong Workforce/CTE committee.</li> <li>➤ Move to a more participatory approach.</li> <li>➤ Do we ask these groups to feed us the data? No, shared metrics workgroup would take the data.</li> <li>➤ We would still fill this out, however, we would only be asking for their input.</li> <li>➤ Hopefully from this committee we would be able to get more context from other parts of campus.</li> <li>➤ How can we make everything flow well through other groups?</li> <li>➤ We could invite other groups to PIE to discuss their metrics.</li> <li>➤ They could provide an additional narrative, which could hopefully make them more enthusiastic in order to complete these goals. Maybe in the form of a quick presentation.</li> <li>➤ Tying it with the shared metrics could be beneficial to the campus. Getting voices from all parts of the campus could help.</li> <li>➤ It would go to the groups, PCAB retreat, then to PIEC, so there would be more voices heard overall.</li> <li>➤ Is this the proposal that we could move towards next fall? Shared metrics inquiry group.</li> <li>➤ We don't need to know the logistics but we can know the basic idea.</li> <li>➤ 10-minute activity to start the conversation, transfer volume, AA degrees, certificates, and course success. ISS, 1-year goal, and 5-year goal.</li> <li>➤ Transfer volume: ISS 2200; 1-year 2300; 5-year 2400.</li> <li>➤ AA Degrees: ISS 1800; 1-year 2000; 5-year 2200.</li> <li>➤ Certificates: ISS 325; 1-year 375; 5-year 450.</li> <li>➤ Course Success: ISS 73%; 1-year 74%; 5-year 78%.</li> <li>➤ M/S by Yolanda Catano and Ian Duckles and approved.</li> </ul>
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ACTION ITEMS	PERSON	DEADLINE
1. Incorporate comments on Mission statement	1. Madeleine	1. May 8, 2018

**Agenda Item C: New Business:**

<b>DISCUSSION</b>	➤
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<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
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**Agenda Item D: Research: Research (Herrin)**

<b>DISCUSSION</b>	➤ N/A
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<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
• N/A	• N/A	• N/A

**Agenda Item E: Accreditation (Brown)**

<b>DISCUSSION</b>	➤ <a href="#">2017 Institutional Accreditation Visit</a> ➤ <a href="#">Committee Accreditation Updates</a> ➤ <a href="#">Next meeting more examples</a>
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<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
• Accreditation Visit Progress Update	• Danene, Madeleine, Kim, Meegan, Ian, Yolanda, Lisa, Chris	• May 4

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

<b>DISCUSSION</b>	➤ No Report
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<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
• None	• N/A	• N/A

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

<b>DISCUSSION</b>	➤ Modules for faculty, student services, deans, and administrative services. ➤ Jacqueline, David and Madeleine are working on BARC.
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	<ul style="list-style-type: none"> <li>➤ Deans will be able to do their own prioritizing.</li> <li>➤ The biggest challenge is finding out how much things would cost.</li> <li>➤ Maybe include a list of authorized vendors.</li> <li>➤ It could be a big barrier and people do not have the expertise about specifications and technology.</li> <li>➤ Amazon is approved from the state of California, but not SDCCD and some would like to use it.</li> <li>➤ Will be added to continuing business.</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

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

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>➤ As of May 1, all Instructional and Student Service DOCs reported out to COA on their processes and progress. 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 from their assessments.</li> <li>➤ Fall DOC Orientation—August 15, 2018</li> <li>➤ Orientation this year will include demonstrations of a Kahoots survey for DOCs to run at Outcomes across the Campus meeting and Introduction of the ILO Assessment Project for 2018-19.</li> <li>➤ Outcomes Across Campus—August 16, 2018</li> </ul> <p><b>1. COA's work this year:</b></p> <ul style="list-style-type: none"> <li>➤ Revised the outcomes reporting portion of the Comprehensive Program Review 2018-19</li> <li>➤ Development of the ILO Assessment Project to be launched in 2018-19</li> <li>➤ Development of a three-pronged assessment process including current Graduate Assessment Survey, mapping of CLO to ILO and a new direct assessment that will integrate data from sources that represent all areas of teaching and service at the College—the ILO Assessment Project, a 4-year project to directly assess Mesa's Institutional Learning Outcomes.</li> <li>➤ Assessment of Global Consciousness for 2018-19</li> <li>➤ Creation of a Taskforce to develop the assessment tool, run the assessments in their classes, and analyze the resulting data.</li> <li>➤ Development of tools for assessment of COAs work.</li> <li>➤ A DOC needs survey</li> <li>➤ A Campus Outcomes Climate Survey</li> <li>➤ A survey to assess workshop and training needs</li> <li>➤ Development of a Progress Checklist for use by DOCs, Chairs, and Deans to help departments monitor progress.</li> <li>➤ Link to Kris visual presentation on COA</li> </ul>
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	➤ <a href="https://www.powtoon.com/online-presentation/eOUVTzTPOez/?mode=movie#/">https://www.powtoon.com/online-presentation/eOUVTzTPOez/?mode=movie#/</a>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

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

<b>DISCUSSION</b>	➤
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

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

<b>DISCUSSION</b>	➤
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

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

<b>DISCUSSION</b>	➤
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

**Agenda Item L: Announcements:**

<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. Next meeting, May 22, 2018</li> <li>2. Fashion Show, Friday, May 11, 2018</li> <li>3. Speech and Debate Showcase, Wednesday, May 9, 2018</li> <li>4. Musical Theatre Fundraiser, Saturday, May 12, 2018, 1pm</li> <li>5. Mesa Visions, May 21<sup>st</sup></li> <li>6. Graduation, May 19<sup>th</sup></li> </ol>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Submitted by: Sahar King (Mona)

Approved on:

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