SAN DIEGO
MESA COLLEGE

San Diego Mesa College
PIE Committee
Meeting Notes

September 10, 2019
3:30 p.m. – 5:00 p.m., MC 211B

ATTENDEES	Bridget Herrin, Co-Chair	Lorenze Legaspi
	Holly Jagielinski, Co-Chair	Leticia Lopez
	Danene Brown	Pam Luster
	Donald Barrie	Anda McComb
	Ian Duckles	Victoria Miller
	Ashanti Hands	Kim Perigo
	Ed Helscher	Scott Plambek
	Tracy Tuttle (Adsent)	Monica Romero
	Leroy Johnson	Ryan Shumaker
	Terry Kohlenberg	Irena Stojimirovic
	Courtney Lee	Isabel O'Connor
	Manuel Velez	
	Administrative Support: Sahar King	Guests:

Agenda Item A:	Call to Order: By Bridget Herrin at 3:37 p.m. in MC 211B.
DISCUSSION	**Approval of August 27, 2019 Minutes** - The minutes draft was emailed to PIEC members prior to the meeting for review. - The minutes were M/S by Isabel O'Connor and Ed Helscher and approved. **Agenda revisions** - The first meeting of the month is for committee reports - The second meeting of the month will be for committee work and the creation of action items to be accomplished by the following meeting **Utilization of a template for committee reporting** - Committee members will continue to use the report-out template provided in the previous meeting

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• Post the approved minutes to PIE webpage	• Sahar King	• Before next meeting

Agenda Item B:	Committee Reports

DISCUSSION	**1. Master Planning Task Force (Herrin / Legaspi)**
	   • This group came together to oversee the creation of Mesa's Master Plan
	   • This group met over the summer and selected a consultant to work on creating the Master Plan
	   • The estimated start time to begin the actual plan is October 2019
	   • In regards to budgetary concerns, the Master Plan includes Facilities Master Plan and there are funds earmarked for this effort
	   • The Master Plan addresses the future of Mesa College and will include an environmental scan
	   • Master planning efforts will continue as planned and they will contain an emphasis on equity
	   • The membership of the Taskforce will not change
	
	2. Mesa Pathways (O'Connor)
	   • In the upcoming weeks the Pathway Committee will meet to discuss leadership, membership and roles
	   • There will be more updates to come
	
	3. SET (Hands)
	   • The Student Success and Equity Summit was held at Mesa during Summer 2019
	   • This Summit was the first of its kind and was coordinated by the Office of Student Success and Equity
	   • 50 to 60 attendees
	   • Asset Mapping was one of the results of the Summit. This was meant to highlight the types of services Mesa provides and their location/specific source. The goal was to identify strengths and gaps with regard to delivery of basic needs.
	   • In the works is a Resource Center scheduled to open in Spring of 2020
	   • The Resource Center will be the central place where all student basic needs are addressed. Its location will be K building.
	   • Isabel O'Connor: The basic need task force needs to be in partnership with faculty because they can see the first-hand and have knowledge about our student needs
	   • In next President's Cabinet meeting, Larry we'll be presenting the basic needs summit. This will allow the audience to get more detailed information and update
	   • Kim Perigo: Do we have the federal or state model for the cost of living for students in San Diego?
	
	4. Program Review (Herrin)

- Program Review has begun. We have 108 programs, out of which 15 School & Divisions, 14 Admin Services, 59 Instruction, 20 Student Services.
- The program review timeline includes FHP, BARC, and CHP proceses
- As a research goal, we are now moving more towards making meaning out of information, humanizing data.
- We will have workshops to help people take data and distill it down and then synthesize it into some action items.
- We send out the individual faculty data reports, so the faculty could see their data, allowing them to see themselves in data where perhaps they hadn't in the past. All adjuncts interested in getting the report should contact the IE office.
- Program Review Analysis section is focusing on a single metric for this annual update, which is success rate for instruction.
- For student services and admin unit, these programs can select a single metric that is most relevant to them.
- The program review data will come from the data dashboards.
- Isabel O'Connor: What do we do with Program Review information and the data we gather from it?
- Bridget Herrin: We had an intern from Stanford who worked on school reports. The student read all of the department program reviews and synthesize it down as to a very sort of aggregate level, and report it out to the deans. We archive and post everything on our website. We're also engaging in a qualitative analysis of one of the program review questions that done in comprehensive review around pathways.

5. **Committee on Outcomes & Assessment (Herrin)**
   - After much discussion at COA and Co-Chairs meetings, it was suggested that the DOC reports presented in COA for the last two years take on a new video format that would allow us to create a library of best practices. Video reports would be submitted to COA throughout the year, and COA would view and respond to the reports. The reports would be entered into a video repository. This idea was discussed and approved at the 8/30/2019 DOC Orientation after examples were presented
   - It was suggested that the videos be closed captioned

6. **Resource Allocation Groups**
   - **Budget Allocation & Recommendation Committee (Legaspi)**
     - The first meeting was held on 09/10/19
     - As the first steps, we are looking at what budget considerations do we see at Mesa and what does our committee want to be engaged in learning about?

	- The commitee spend a significant amount of time at our meeting today to talk about what things are interesting to us and how we do things in the budget world, how they affect us, from the state level to the district level, to on-campus, to policy, to legislation, etc.. - BARC has some new members that come in with new perspectives, yet it has a good mix of members who previously served - BARC is a participatory governance committee and members represent departments and the constituent groups that appointed them - Durinng BARC meeting, we asked how do budgets affect the day-to-day job of each of the committee members? And how does it affect our students? The committee then reviewed impact on students and the constituents the committee members represent - At the end of Program Review, once the BARC committee ranks the proposals, the ranking is presented at PIE and PCab - The President has authority of resources allocation **Faculty Hiring Priorities Committee (O'Connor)** - The first meeting will be at 09/13/19, and more updates will provided in next meeting **Classified Hiring Priorities Committee (Ellen Engels)** - No report

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

Agenda Item C: **Progress/ Operational Updates**

DISCUSSION	**Research (Herrin)** - We are at the very early stages of partnership with the LOFT, CTE, Strong Workforce regarding data coaching and training **Accreditation (Brown)** - We are working on the final draft of the report progress. This includes the report that the District asks for every year and how we are currently making progress on our recommendations. We will bring the finalized report back to the committee

	3. **HSI Program (Lopez)**
	- We are in the process of submitting a new HSI grant proposal - For the Title V grant we are working with the Office of Communications to hire a part-time staff - In October, we will receive an update regarding the approval of the new Title V grant that we submitted in July

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

Agenda Item D: Announcements

DISCUSSION	• Next meeting, September 24, 2019

Submitted by: Sahar King, Senior Secretary
Approved on: