

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

November 27, 2018
3:30 p.m. – 5:00 p.m., MC 211B

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

Agenda Item A: Call to Order: By Madeleine Hinkes at 3:35 p.m. in MC211B.

DISCUSSION	<ol style="list-style-type: none"> 1. Approval of October 23, 2018 Minutes <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 Kim Perigo and Victoria Miller and approved.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Post the approved minutes to PIE webpage 	<ul style="list-style-type: none"> • Sahar King 	<ul style="list-style-type: none"> • Before next meeting

Agenda Item B: Continuing Business

DISCUSSION	<ul style="list-style-type: none"> ➤ Retreat actions (Master Planning, Pathways) - Pam <ul style="list-style-type: none"> ➤ San Diego Mesa College-Wide Planning 2019-2020 ➤ To have a plan in place by 2020, we need to begin efforts now. ➤ Started our Strategic Master Plan process in October 2018 ➤ The primary goal is to have timeline, set goals and plans to move forward, and that the plan summarizes the college’s role as an educational institution. ➤ A big thank you to Meegan Feori and Holly Jagielinski for presenting at
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	<p>PCAB retreat</p> <ul style="list-style-type: none"> ➤ In order to move forward with goals and plans for the Strategic Master Plan, the PIE Committee needs to approve the MASTER PLANNING TASK FORCE ➤ Task Force to start the process and look at other recent college plans ➤ The Task Force make-up will be recommended by the PIE Committee, based on expertise and experience of potential members ➤ The members of the Task Force should be from constituents groups, for example, Faculty, Staff, Student, Administrative, Outreach, Mesa Pathway, shared metric bubble, strong work force, Districtwide Strategic Planning Committee, facility, Institutional Research, IT, the community ➤ Mesa pathways is the ideal model for this work ➤ Look forward to having the recommendation ready for next PCAB meeting (12/04/2018) ➤ Can post to the First Monday on the Mesa for recruiting members for Task Force ➤ The Task Force will report to the PIE committee and PCAB ➤ All the actions from the Task Force must be recorded electronically to be accessible to everyone ➤ Will likely have contract with outside consultant to help with this process ➤ The Task Force will be the liaison between the campus and consultant ➤ The most challenging part of this task is the writing part, that takes more time and effort and expertise ➤ To be decided which aspect of work the outside Consultant will help with ➤ The Task Force will aid in the selection of resources (EG, consultant) ➤ The Task Force will conduct the interviews with different groups, and will get the feedback from the PIE Committee to choose the best candidates ➤ The Task Force will guide and develop, review, and create a framework to establish goals, set priorities for college-wide vetting of the plan and set meeting schedule ➤ The plan addresses the significant demographic, educational and economic challenges ➤ Refine timeline recommended 6 years; this could be subject to change ➤ The Task Force communicates progress to campus and makes recommendations to PIE and PCAB ➤ The Task Force contributes to PCAB retreat (spring 2019) ➤ The Task Force considers data collection methods based on what we need to know (surveys, focus groups, etc.) ➤ The Master Planning Task Force was M/S by Lorenze Legaspi and Ian Duckles and approved. ➤ Lorenze Legaspi volunteered to chair the Task Force ➤ Charge of the Master Planning Task Force 2018-2019: The Task Force will guide the development, review, and college-wide vetting of the plan, to include the analysis of data and discussion of key findings and recommendations. The recommendations will be presented to the PIE Committee and ultimately submitted to the President's Cabinet. ➤ A 6-year cycle works well with our program review and accreditation cycles ➤ PROPOSAL FOR MASTER PLANNING TASK FORCE ➤ SUMMARY FROM PCAB RETREAT, NOV 13, 2018
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	<ul style="list-style-type: none"> ➤ PPT from Retreat- Meegan/Holly ➤ PPT PCAB Retreat – Madeleine
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Present charge to PCab 	<ul style="list-style-type: none"> • Hinkes 	<ul style="list-style-type: none"> • Dec 4

Agenda Item C: New Business

DISCUSSION	<ul style="list-style-type: none"> ➤ None
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

Agenda Item D: Research Research/Shared Metrics (Herrin)

DISCUSSION	<ul style="list-style-type: none"> ➤ Looking to simplify the 229 Metrics-Summary, and the big question is how these metrics will be operational ➤ For example, defining living wage for San Diego is extremely different from other areas, and how we define this is important so that we can be consistent across platforms ➤ The most critical task that Shared Metrics groups will do is take what Chancellor’s office is doing and create a standard definition of the metric document to work with. ➤ Are looking to have new programs use the Metrics in their development process ➤ This would be a version of KPI, we would have a set of metrics that are important to us as a campus. ➤ Need to make sure that everything we are applying for will tie into these metrics. ➤ This will also let us see if we don’t have certain metrics and whether we should include them. ➤ As a college, we responded to the survey for the Vision of Success, confirming we are in process of aligning ➤ Metrics-Summary ➤ Have analyzed data from the focus groups ➤ Are in the process of developing a survey that goes out to representative sample of students by next week ➤ Conducted 15 focus groups with around 100 students and trained some faculty and staff for focus groups ➤ The themes from the focus groups were: major/educational goal, communication/information, financial challenges, class availability/registration. ➤ Goal is to show the result to all constituency groups in spring 2019 ➤ Are in the process of developing four new dashboards, Legacy, Mesa pathways, Awards, and Athletics ➤ Look at our dashboard
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	https://www.calpassplus.org/LaunchBoard/Student-Success-Metrics.aspx
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
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Agenda Item E: Mesa Pathways (Hands, Herrin)

DISCUSSION	<ul style="list-style-type: none"> ➤ Announced our new Mesa Pathway coordinators, Michelle Toni Parsons and Howard Eskew ➤ In January 2019, Mesa Pathway coordinators will start their task ➤ Created a form to request funding from Mesa Pathways <ul style="list-style-type: none"> • Mesa Pathways Committee (MPC) Structure
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
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Agenda Item F: Accreditation (Brown)

DISCUSSION	<ul style="list-style-type: none"> • No report
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

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

DISCUSSION	<ul style="list-style-type: none"> ➤ Are partnering with local vendors and Feeding San Diego ➤ Will have more produce and food for students
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item H: Program Review (Hinkes)

DISCUSSION	<ul style="list-style-type: none"> • Open work sessions on Friday, November 30 and December 7, 2018
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• N/A	• N/A	• N/A

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

DISCUSSION	<ul style="list-style-type: none"> ➤ ILO task force collected data from a sample of students by conducting an ILO assessment of Global Consciousness ➤ This semester all of the Administrative DOCs will report to COA ➤ Are developing a graduate survey to replace the old ILO survey
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

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

DISCUSSION	• No report
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item K: Faculty Hiring Priorities Committee (MacNeill)

DISCUSSION	• No report
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

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

DISCUSSION	• No report
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A

Agenda Item M: Announcements

DISCUSSION	1. Next meeting, December 11, 2018
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Submitted by: Sahar King, Senior Secretary

Approved on:

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