

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

February 25, 2020
3:30 p.m. – 5:00 p.m., MC 211B

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

Agenda Item A: Call to Order: By Bridget Herrin 3:35 p.m. in MC 211B.

DISCUSSION	<ul style="list-style-type: none"> ➤ Approval of February 11, 2020 Minutes <ul style="list-style-type: none"> • Draft of the minutes was emailed to PIEC prior to the meeting for review. • The minutes were M/S by Danene Brown and Scott Plambek 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 the next meeting

Agenda Item B: Continuing Business

DISCUSSION	<ol style="list-style-type: none"> 1. IP-Survey <ul style="list-style-type: none"> ➤ Reminder for IP survey April 13, 2020 to May 1, 2020: IP Survey Results shared with groups. The Program Review committee develops content for next year, resource groups revise the process, forms, and rubrics, establish chairs for next year. ➤ We will bringing the result of IP survey in March to shear with group 2. ACCJC Report <ul style="list-style-type: none"> • Annual and Fiscal Reports released by ACCJC; Due April 3, 2020. <ul style="list-style-type: none"> ➤ Utilize our Vision for Success and/or Equity Institutional Set Standards (ISS)
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➤ **Obtain additional data from PIEC and CTE Program Leads**

● **Midterm Report**

- Due March 15, 2021
- Creation of Accreditation Midterm Report Taskforce
- Request sent for Faculty, Classified Professional, student and Instructional/ Student Services administrative representation
- Reassign time opportunity for two faculty to assist with the Midterm Report co-chair Accreditation Midterm Report Taskforce/faculty accreditation lead and lead writer.

● **Accreditation Midterm Report Taskforce**

- Request has been sent out to academic senate representatives classified professional representatives administration, Student Services and instruction and student representative
 - President
 - Accreditation Liaison Officer (ALO) Administrative Co-Chair
 - Faculty Co-Chair
 - Dean, Institutional Effectiveness
 - Faculty Lead Writer
 - Faculty Representative
 - Classified Professional Representative
 - Classified Professional Representative
 - Student Representative
 - Instructional Administrator
 - Student Services Administrator
 - Meetings: 2nd and 4th Wednesday (beginning March 25th) 2:30-4:30pm in BT-202
- Email sent out from President Luster for reassigned time opportunity for two faculty, one lead writer, and the other one a co-chair for the task force will be closing March 6.

● **Timeline**

- March 2020
 - Midterm Report Kickoff
 - Creation of Midterm Report Taskforce
 - April/May 2020
 - Gather relevant content, evidence for report
 - Completion of First Draft of Midterm Report
 - First Draft Shared with Campus Community
 - June-August 2020
 - Collect Community Feedback
 - Incorporate Feedback
 - Completion of Second Draft of Midterm Report, present at Convocation
 - September 2020
 - Second Draft Shared with Campus Community
 - Obtain District Components
 - Collect Community Feedback
 - October-November 2020
 - Completion of Final Draft of Midterm Report
 - Final Draft Shared with Campus Community
 - January 2021
 - Board submission
 - March 15, 2021
 - Party!! TBD
- An Annual report will be presented in PIEC meeting that is about the data and information we're going to be utilizing the vision for success.
- If there are additional things that are not covered, we will be following up with this committee, and then also with the CTE program needs.

	<ul style="list-style-type: none"> ○ There will be information about accreditation external expectations and job placement in the Annual Report <p>3. BARC Request Prioritization lists</p> <ul style="list-style-type: none"> ➤ BARC reported out the prioritization lists to PIEC on February 25, 2020, and will report out to President's Cabinet March 3, 2020. ➤ BARC will notify to lead writers, managers, deans, and department chairs of the results. ➤ Rank is prioritized based on a rubric from last year. This year is the first year of adding Equity and Excellence to the rubric. ➤ Next year, the rubric will be changed and the new and revised training processes will be presented to PIEC and PCab. ➤ There were 132 requests and the new cut-off score is 70%. ➤ The President has the authority of resources allocation. ➤ BARC master Final List 2020 <p>4. Integrated Planning Assessment</p> <ul style="list-style-type: none"> ➤ Send IPG updates to IE office (sking@sdccd.edu); Due April 14, 2020
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Agenda Item C: New Business

DISCUSSION	<ul style="list-style-type: none"> ▪ ISS Goal Setting (Postponed)
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Send updated Planning Calendar back to IE office 	<ul style="list-style-type: none"> • Each committee member 	<ul style="list-style-type: none"> • April 14, 2020

Agenda Item D: Announcements

DISCUSSION	<ol style="list-style-type: none"> 1. Next meeting, March 10, 2020 The meeting adjourned at 4:57 pm
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Submitted by:

Approved on: