SAN DIEGO MESA COLLEGE

San Diego Mesa College
PIE Committee
Meeting Notes
September 22, 2020
3:30 p.m. – 5:00 p.m., Zoom

	Co-Chair	Faculty
ATTENDEES	Bridget Herrin	Scott Plambek – Humanities
	Holly Jagielinski	Ed Helscher – Exercise Science
	Administrators:	Michael Harrison – Arts and Languages
	Danene Brown	Ian Duckles – Social Behavioral Sciences
	Victoria Miller	Tracy Tuttle – Business and Technology
	Ryan Shumaker	Danica Moore – Math and Science
	Classified Professionals	Holly Jagielinski -Health Physical Science
	Courtney Lee	Leroy Johnson – Student Services
	Anda McComb	Terry Kohlenberg – Chair Representative
	Consultants	Manuel Velez – Academic Senate
	Ashanti Hands	
	Lorenze Legaspi	**Students:**
	Leticia Lopez	
	Pamela Luster	**Guest Representative**
	Isabel O'Connor	
	Monica Romero	
	Administrative Support: Sahar King	

Agenda Item A:	**Call to Order:** By Bridget Herrin at 3:36 p.m. in zoom
DISCUSSION	➢ Approval of September 8th , 2020 Minutes
	• A draft of the minutes was emailed to PIEC prior to the meeting for review.
	• The minutes from September 8th, 2020 were M/S by Ian Duckles and Scott Plambek and approved.

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

Agenda Item B: New Business

DISCUSSION	▪ N/A

ACTION ITEMS	PERSON	DEADLINE
• IPG Update	• Each committee member	• Before next meeting

Agenda Item C: Continuing Business

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<td rowspan="2">DISCUSSION</td>
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1. Outcomes for 2020/21
- o The feedback from the last meeting has not been synthesized into clear statements at this point.
- o **2020-2021 Goals Draft**
  1. Monitor and support progress of equity initiatives, institution set standards, and Pathways work.
  2. Communicate Institutional Effectiveness efforts through the Institutional Planning & Governance Guide (IPGG).
  3. Advance the planning work of the College using data-informed dialogue and decision-making.
  4. Support Mesa2030 Task Force in the development and alignment of new college-wide goals with all integrated planning and resource allocation processes. Maintain sustained continuous quality improvement while moving through the planning and accreditation processes.

- o We always have our goals listed at the bottom of our agenda, but we want to make clear, defined measurable and deliverable goals for every year.
- o Focus needs to be on what the role of PIEC is in the equity initiatives
- o This year is critical and we liked having a clear list of tasks
- o There are edits to the existing goals
  - o Removed equity in favor of campus wide, equity is embedded into all of our campus wide initiatives.
  - o Added ACCJC requirements
  - o Explained how the communication and the connections between all of the committees within our governance structure operate.
- o The big-picture goal is the development of the five-year plan that aligns with Mesa2030.
- o **Ongoing Responsibilities of PIEC**
  1. Monitor and support progress of campus wide initiatives
  2. Communicate institutional effectiveness efforts, governance structure updates, and short- and long-term planning cycles to the broader campus community.
  3. Advance the culture of data-informed dialogue and decision-making in the college is planning and assessment work.
  4. Support resource allocation processes that align with long-term and short-term planning goals.
  5. Continuously evaluate the efficacy of current planning and assessment structures and engage in quality improvement.
  6. Meaningfully engage the campus community in planning and assessment.
  7. Establish effective meeting structures the facilitate the above responsibilities of the committee.

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- **Deliverables for 2020/2021**
  - Deliverables should be straightforward with sub items that indicate what needs to be included or considered in the process.
  - Values should be explicitly stated
  - Tie deliverables to Ongoing Responsibilities
    - 5-year plan (OR 2, 3, 6)
    - Integrated Planning Model
    - Governance Model Workflow.
    - Integrated Planning and Governance Guide
    - Provide content and feedback for the Mid-term report and annual reporting processes for Accreditation.

2. **IP Calendar 2020-2021**

   - The integrated planning calendar is being used during PIEC working meetings to reference and keep the committee on track, and then be offer opportunities to update the planning calendar.
   - The IP Calendar for 2020-2021 is being re-established.
   - Plans are being made for what should be accomplished in August thru Summer 2021.
   - The meeting structure that is in the IP calendar is being formalized.
   - Add effort to reevaluate the goals of the committee on a regular basis right in the beginning of the year.
   - COA committee has not yet met this year, we are looking for updates from the committee member from the outcome's assessment process.
   - The idea for the IP calendar is that we have a snapshot of the various things that are happening on campus.
   - For the master planning, it would be beneficial to add in some more of the timeline into the months.
   - To be consistent with the IPGG, we identified the SET as SEA in IP calendar,
     - For integrated planning purposes, those three programs would probably be what's more relevant to IP Calendar.
   - Instead of just adding meetings, we will be adding the outcomes or deliverables, such as budget projections and reviewing outcomes or goals.
   - List the President's Cabinet as the new role
     - The recommendations from each of these planning committees come forward to president's cabinet listed as part of the cycle.
   - In the long term: we want the IP calendar document be interactive.
   - The IE office will send:
     - The IP calendar to all committee leaders for them to respond to with updates on the outcomes or goals.
     - The list of the objectives or things that might be relevant to the overarching planning structure of the college.

3. **Multi-Year Planning Calendar**
   - There will be a lot of change to this coming up with our 10-year plan.
   - We're in the 5th year of the cycle.
   - The goal is to be starting our five-year plan
   - PIEC is making updates to reflect all the changes that includes:

	o All of the changes with Program Review and Outcomes Assessment.
	o Any strategic planning and revisit mission statement.
	o Even though we're not doing a Program Review, we are still doing Outcomes Assessment.
	o Our strategic planning would, in theory be our new five-year plan and then we would include extending this to a 10-year cycle to reflect the timeline of the major 2013 plans.
	o If you have any edits for Multi-Year Planning send it to the IE Office for updates, we will reserve the major edits for the Spring.

ACTION ITEMS	PERSON	DEADLINE
• Send the update for the IP calendar from COA, BARC, FHP, and CHP	• Ed Helscher • Lorenze • Manuel Velez • Ellen Engles	• By next meeting (for all individuals)

Agenda Item D: **Announcements**

DISCUSSION	1. Next meeting, October 13, 2020. 2. IPGG-Updates have been received and document is being revised. 3. Please submit accreditation midterm report feedback. 4. The meeting adjourned at 4:17pm.

Submitted by:
Approved on: