

San Diego Mesa College
PIE Committee
Meeting
Minutes
May 12, 2020
3:30 p.m. – 5:00 p.m., Zoom

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

Agenda Item A: Call to Order: By Bridget Herrin 3:36 p.m. in zoom

DISCUSSION	<ul style="list-style-type: none"> ➤ Approval of April 28 , 2020 Minutes <ul style="list-style-type: none"> ○ A draft of the minutes was emailed to PIEC prior to the meeting for review. ○ The minutes were M/S by Ian Duckles and Manuel Velez 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: Committee Reports

DISCUSSION	<ul style="list-style-type: none"> ➤ Mesa2030 (Herrin / Legaspi) <ul style="list-style-type: none"> ○ School interviews and the IEPI visit were completed at the end of April. ○ Debrief meetings with the consultants and IEPI team to summarize what was discovered during the interviews. ○ The Mesa2030 Plan is scheduled to be completed in Spring 2021. ➤ Mesa Pathways (O'Connor)
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- Last meeting is scheduled for May 13, 2020 to review progress on goals.
- Mesa Pathways approved the guidelines for the mapping and guided majors workgroup.
- Presenting the Mapping and Guided Majors Plan at the Chairs meeting on May 20, 2020.
- The deadline for Chairs to submit plans is October 15, 2020.
- All of the summaries for the Work-In-Progress will be presented to PCab on May 19, 2020.

➤ **SET (Hands)**

- Different programs and departments are working with Equity Crosswalk Task Force and a pdf form is being created to be fill-able during this remote work.
- SET is working with the office of communications to create a graphic to reflect creating metrics that are specific to keep disproportionately impacted groups in mind.
- The Resiliency Fund Task Force has completed their work and the Resiliency Fund is going to launch with the grand opening of the new Resource Center.
- In Fall 2020, the plan is to have just one fund that can support students for basic needs. Having one fund allows students to apply to one place.
- The Stand Resource Center Task Force has completed its work for designing the layout for the Resource Center.
- On May 4, 2020: A drive-through Mobile Market was held on campus and 300 students (those who completed the COVID-19 Resiliency Fund application) were able to receive resources.
 - The next Mobile Market is May 21, 2020. Mobile Market will continue into Fall.
- Regarding the CARES Act, SET decided on \$500 distribution for all students that are eligible for the Pell Grant.
- There are 2900 applications from the COVID-19 Emergency Relief Fund.
 - Able to give \$6500 in grants to students.
- In addition able to give 5000 students money from the Emergency Relief Fund.
 - Deadline May 25, 2020 for students to apply through the MySDCCD portal.

➤ **Program Review (Herrin)**

- The recommendation for suspending annual updates for Program Review for 2020-2021 academic year was approved at PCab.
- Operationally there are no requirements to report on Taskstream.
- BARC, FHP and CHP finalized lists will carry over into the next academic year.

➤ **Committee on Outcomes & Assessment (Helscher)**

- A canvas shell page for COA was created to facilitate work as DOCs.
- An Outcomes and Assessment coordinator is retiring and that position is going to be vacant until face-to-face meetings reconvene.

	<ul style="list-style-type: none"> ○ Input of assessment data will continue into Taskstream until June 30, 2020. ➤ Budget Allocation & Recommendation Committee (Legaspi) <ul style="list-style-type: none"> ○ Suspension of Program Review will suspend the BARC process as well. ○ The new rubric is in place and will be shared in the next 2020-2021 academic year. ○ An emergency form will be available in case any department has needs before Fall begins. ➤ Faculty Hiring Priorities Committee (O'Connor/ Velez) <ul style="list-style-type: none"> ○ The recommendation list went to PCab and was approved. The list will roll over for the next 2020-2021 academic year and no additional requests will be accepted. ○ The Ad Hoc Group working on finalizing the process and inclusion of equity considerations within the rubric. <ul style="list-style-type: none"> ○ The Ad Hoc Group members: Chris Sullivan, Manuel Velez, Larry Maxey, and Alison Primoza. ➤ Classified Hiring Priorities Committee <ul style="list-style-type: none"> ○ The finalized lists were approved by PCab and will carry over into the next 2020-2021 academic year
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Agenda Item C: Progress/Operational Updates

DISCUSSION	<ul style="list-style-type: none"> ➤ Research (Herrin) <ul style="list-style-type: none"> ○ Results of the COVID-19 Student Needs Survey is posted on the Mesa website and will be shared with various other schools and programs. ○ 2500 open-ended responses were analyzed by the IE Team. ○ Students responded to the question: “How can Mesa help you?” The goal was to connect students to resources. ○ The most frequent challenge for students is income loss. ○ Currently the IE team is in the process of analyzing course preferences for students for Fall 2020. ○ Campus Solutions database for IR use is still being tested ○ The team will spend the Summer updating the dashboards. ➤ Accreditation (Brown) <ul style="list-style-type: none"> ○ Still working with President Luster to decide who will be the faculty writing co-chair. ○ The first Accreditation Task Force meeting will be May 27, 2020 and Accreditation will start writing the report draft. ○ The draft of the report will be ready to review in Fall 2020.
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	<ul style="list-style-type: none"> ➤ HSI Program (Lopez) <ul style="list-style-type: none"> ○ A Webinar (The Alliance of Hispanic Serving Institution Educators) series is launching and the five-minute segment is going to feature the COVID-19 Student Needs Survey Results.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Send updated Planning Calendar back to IE office • IPG Update 	<ul style="list-style-type: none"> • Each committee member • Each committee member 	<ul style="list-style-type: none"> • Before next meeting • Before next meeting

Agenda Item D: Continuing Business

	<ul style="list-style-type: none"> ➤ Submit updates to the Office Institutional Effectiveness for the IP Calendar and the IPGG. ➤ The Governance Survey Evaluation Cycle <ul style="list-style-type: none"> • We are developing a document that demonstrates our Governance Assessment Cycle ○ Year 1: Send out the Governance survey ○ Year 2: Assess results, recommend improvements, and plan for changes ○ Year 3: Implement changes --Begin Cycle 2: Year 1: Send out Governance Survey ○ Governance Survey Evaluation Cycle ➤ Progress towards Goals for 2019-20 <p>During the 2019-20 Academic year, PIEC set the following goals to guide or work. This document describes the activities and accomplishments of the PIE Committee associated with these goals.</p> <ol style="list-style-type: none"> 1. Monitor and support progress of equity initiatives, institution-set standards, and Pathways work <ol style="list-style-type: none"> a. Reviewed ACCJC Institution Set standards from previous years and recommended to President's Cabinet standards for the 2020 Annual report. b. Monitoring progress and receiving reports from Mesa Pathways, SET, HSI grants. 2. Communicate institutional effectiveness efforts through the Institutional Planning & Governance Guide (IPGG). <ol style="list-style-type: none"> a. Review the IPGG at the Fall 2019 President's cabinet retreat. b. Developed, implemented, and shared report-out template. 3. Advance the planning work of the College using data- informed dialogue and decision-making. <ol style="list-style-type: none"> a. Program Review, CHP, FHP, and COA. b. Dashboards are made widely available. c. Administer surveys to support decision-making. d. Developing and widely sharing research reports.
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	<ol style="list-style-type: none"> 4. Review progress with college-wide goals and their relationship to the Educational Master Plan in preparation for the new Educational Master Plan. <ol style="list-style-type: none"> a. Updates from Mesa2030 Committee, listening to and advancing recommendations. b. PIEC-Mesa2030 joint Master Planning retreat. c. Evaluation of Integrated Planning Cycle. 5. Maintain sustained continuous quality improvement while moving through planning and accreditation processes <ol style="list-style-type: none"> a. Governance Survey Cycle of Improvement. b. Progress reports on Midterm report-ACCJC. <p>➤ 2019 2020 Program Review HSI Question Response Summary</p> <ul style="list-style-type: none"> ○ How do programs contribute to the College’s identity of being a Hispanic Serving Institution? ○ 2019-2020 Program Review Results
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Agenda Item E: Announcements

DISCUSSION	<ol style="list-style-type: none"> 1. Next meeting, August 25, 2020 2. The meeting adjourned at 4:38pm
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Submitted by:
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