SAN DIEGO MESA COLLEGE

San Diego Mesa College
PIE Committee
Meeting Notes

October 12, 2021
3:30 p.m. – 5:00 p.m., Zoom

	Co-Chair	Faculty
ATTENDEES	Bridget Herrin –	Scott Plambek – Humanities
	Holly Jagielinski -	Nathan Resch – Exercise Science
	Administrators:	Michael Harrison – Arts and Languages
	Monica Romero	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 -	Vacant – Student Services
	Mona King-	Paula Gustin – Chair Representative
	Instruction-Vacant	John Crocitti – Academic Senate
	Administrative -Vacant	
	Consultants	
	Ashanti Hands -	**Students:**
	Lorenze Legaspi -	
	Toni Parsons-HSI	**Guest:**
	Pamela Luster -	
	Isabel O'Connor	
	Monica Romero – CTE	
	Michelle Rodriguez- Sustainability	
	Howard Eskew-Pathways	
	Administrative Support: Mona King	

Agenda Item A: **Call to Order: By Holly Jagielinski 3:35 p.m. in zoom**

DISCUSSION	1. Approval of September 28, 2021, Minutes • A draft of the agenda and minutes were emailed to PIEC prior to the meeting for review. • The minutes from September 28, 2021, were M/S by Ian Duckles and Monica Romero and approved.

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

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Agenda Item B: Committee Updates

DISCUSSION	The Report Out is scheduled for the first Tuesday meeting of every month. • We will compile the committee reports into the meeting agenda and minutes. • Agendas and minutes can be found on the PIE website. **1. Mesa Pathways (O'Connor)** ○ **Pathways Project Funding:** The Mesa Pathways Committee will provide up to $50,000 to fund projects related to advancing our Mesa Pathways efforts here on campus. Applications are due Friday, October 15, 2021. If you have questions regarding a funding proposal, please contact MesaPathways@sdccd.edu. Details, including application information about the funding process can be found here: https://www.sdmesa.edu/mesa-pathways/pathways-projects.shtml. ○ **Technology Project Group:** Our technology project team has just been launched and is charged with developing a project plan and timeline for integrating all of Mesa College's student support services and technologies into a seamless, efficient, and effective resource to enhance the overall student experience. Their first meeting will be Wednesday, October 6th from 12:45-1:45pm. ○ **Student Success Teams Workshops:** This Fall, the campus will have opportunities to learn and share ideas about Student Success Teams at one-hour workshops, which are open to the entire Mesa community. Flex credit is available, and participants will be entered into an opportunity drawing. For more information, please visit the Pathways website: https://www.sdmesa.edu/mesa-pathways/events-presentations.shtml or contact Ian Duckles: iduckles@sdccd.edu. ○ **Call for Members: Pathways Workgroups and Project Teams:** If you are interested in becoming involved in a Pathways workgroup or project team, please reach out to MesaPathways@sdccd.edu. ○ **Next MPC Meeting:** Our next meeting is Wednesday, October 13th from 12:45 - 2:15pm **2. SET (Hands)** ○ Next Meeting, Friday, October 15, 2021 **3. Program Review (Herrin)** ○ Program Review Committee is working with CHP, FHP and BARC to assure alignment of work and processes and create timeline for next cycle.

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This workgroup will be meeting once a month and will bring back updates and results to PIEC after the next meeting.

4. **Committee on Outcomes and Assessment (Herrin)**
   - Eliza Rabinovich (Faculty coordinator), Mona, and Anda in collaboration with Mesa Pathways had a presentation to COA committee and are working on selection of new software for outcome assessment. The outcome assessment process and deliverables are also being reviewed.
   - Eliza, Mona, and Anda held outcome orientation on Friday October 8th. The focus of the orientation was to communicate with all the department outcome coordinators and discuss the six-year cycle (we are on year 6), taskstream, the role of the DOC, and an opportunity for Q&A.
   - Three open working sessions for DOCs will be held to offer live support and assistance in technologies and processes.

5. **Budget Allocation & Recommendation Committee (Legaspi)**
   - BARC will have the training on the Resource Request: BARC Form on 10/18/2021 at 3pm on Zoom.

6. **Faculty Hiring Priorities Committee (O'Connor/Crocitti)**
   - FHP will have training on the Resource Request: FHP Form on 10/18/2021 at 11am on Zoom.
   - FHP reviewed President Luster's feedback regarding the FHP proposal of September 24th. FHP will use the data provided by the Institutional Effectiveness Office and use the rubric approved by FHP and President's Cabinet in May 2021. When the ranking is submitted to the President, FHP will include a note indicating where the requests appeared on the prior two ranking lists. President Luster will take the prior two lists into account when she decides on the final ranking.
   - In Spring 2022, after Program Review is complete and new hiring requests are made, FHP will submit a regular list to supersede the off-cycle list. This new list will be used to fill retirements in 2022-2023, budgetary constraints permitting.
   - FHP will request that Program Review change the date for training lead writers on the new rubric to either October 18th or 19th. (Program Review agreed to reschedule the FHP training, which will now occur on October 18th at 11:00 am-12:00 pm.)
   - FHP will distribute the new rubric to Program Review ahead of the training to allow lead writers an early chance to start drafting their proposals. (Completed shortly before this report was submitted.)
   - The timeline for submission of hiring requests to President Luster's announcement of the final ranking is as follows:
     - Hiring request applications are due on Monday, November 8th. FHP will begin scoring the applications.
     - FHP will meet on Tuesday, November 30th to discuss our scores and develop the ranking list. If more time is needed to complete the ranking list, FHP will continue this work on December 1st.
     - FHP will send the ranking list to President Luster no later

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	than December 2nd. ○ President Luster will announce rankings at President's Cabinet on December 7th. **7. Classified Hiring Priorities Committee (Engels)** ○ CHP had training on 10/11/2021 at 11am. This training and recording will be posted to the PR website. **8. Environmental Sustainability Committee (Rodriguez)** ○ The committee met last week and will begin providing report outs next month.

ACTION ITEMS	PERSON	DEADLINE
• N/A	•	•

Agenda Item C: Operational Updates

DISCUSSION	**1. Accreditation (Herrin)** ○ Updates provided under Item E: Old Business. **2. HSI Programs (Parsons)** **Peer Mentors** ○ 10 mentors serving 4 disciplines and 10 different courses, including the STEM Core courses ○ Offered both on-campus (in MNS building) and virtually (in the STEM Center) ○ Some mentors get over 15 students per week on average **STEM Center** ○ STEM tutoring hours are being offered virtually ○ Physical space is being utilized by students for studying ○ Anatomy models and geological items are available to students on the 4th floor of the LRAS ○ Working on getting the space ready for full reopening in the Spring **Innovation Resource Lab** ○ Engineering workshops are being offered virtually this semester ○ Eco Research Scholars program is running this semester with 13 students and 5 faculty mentors ○ IRL physical space (B106) should be open in the Spring **STEM Lab Redesign** ○ Faculty redesign plans from the summer are currently being shared via LOFT Teaching Tree ○ Application for Winter/Spring cohort is now open **New STEM E^3 Grant** ○ Board Doc is on November 4th agenda for approval

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	○ Planning for a Spring kick-off has started **3. AANAPISI Programs** ○ No report

ACTION ITEMS	PERSON	DEADLINE
• N/A	•	•

Agenda Item D: New Business

DISCUSSION	N/A

ACTION ITEMS	PERSON	DEADLINE
• N/A	•	•

Agenda Item E: Old Business

DISCUSSION	1. Integrated Planning Calendar (Objective: Show final draft) ○ HSI will be updated in Spring ○ Pathways will submit the reporting form to CCCO in March (submission to be switched from April to March) ○ FHP will present a recommendation list in December to the President's Cabinet ○ The committee was asked to regularly review the IP calendar and submit changes or edits to IE as soon as possible. 2. Accreditation Steering Committee membership and Teams Leadership (Objective: Recommend a structure and composition) ○ The President's Cabinet approved PIEC's recommendation for the creation of an Accreditation Steering Committee. ○ Accreditation Steering Committee Proposal ○ The Accreditation Faculty Coordinator Position announcement made identifying Lisa Shapiro as the Accreditation Faculty Coordinator. ○ Leads for each standard depending on needs. Leads will collaborate with campus experts on the sub-standards in their area. ○ The membership structure of the Accreditation Steering Committee will be recommended by the PIE committee as diverse based on expertise and collaboration of diverse groups. ○ The Accreditation Steering Committee (ASC) will guide the development of the ISER and coordinate the onsite focused visit in Spring 2024. ○ Standards Teams will be developed to connect with a broad group of area experts to gather evidence to support Mesa's alignment with ACCJC (Accrediting Commission for Community and Junior Colleges) Standards, draft initial narrative, identify gaps, and recommend improvements as appropriate. ○ Each Standards Team will be led by 2-3 individuals depending on the

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	scope of the standard. ○ Standard Leads will populate the Accreditation Steering Committee along with all Vice Presidents, student representatives, and a District Liaison. ○ Standards Leads will be recommended by the Vice Presidents and each Senate's Leadership assuring area expertise, constituency representation and diversity. ○ Leads will collaborate with campus experts on the sub-standards in their area ○ The Accreditation Steering Committee Proposal will be sent to academic senate, student associated governance, and dean council for recommendation of representation. ○ The co-chair will ensure diversity and representation of diverse groups on campus. ○ We need the student voice on the Steering Committee; student fellow can be great resources. ○ Each standard will be assigned 1 or 2 leads; and each lead will be communicated with diverse groups to gather evidence and report back to the Steering Committee. ○ The Faculty Coordinator will do the final writing. Faculty coordinator will also ensure that the writing will have one voice. ○ A recommendation was made to have a dedicated canvas page where all evidence can be gathered. Will have to ensure that everyone has access to the canvas page. ○ Accreditation Steering Committee Proposal were M/S by Holly Jagielinski and Danica Moore and approved. 3. Roadmap Implementation (Objective: Continue working on identifying coordinating bodies for strategic objectives) ○ All PIE committee members, please review the Roadmap Objectives and share it with your constituency group. As you review it, please add your comments to columns C and D and we will review it at the next meeting.

ACTION ITEMS	PERSON	DEADLINE
• Accreditation Steering Committee Proposal to be presented to academic senate, classified senate, student government, and dean council.	• IE	• By next meeting
• Roadmap Implementation: Continue working on identifying coordinating bodies for strategic objectives. Provide feedback under columns C and D of the document.	• PIE committee member	• By next meeting

Agenda Item F: Announcements

DISCUSSION	**1. Next meeting: 10/26/2021** 2. **Meeting schedule for 2021-2022** 3. The meeting was adjourned at 4:58pm

Submitted by:
Approved on:

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