San Diego Mesa College

Planning and Institutional Effectiveness Committee

Meeting Notes

February 22, 2022

3:30 p.m. – 5:00 p.m., Zoom

ATTENDEES	
Co-Chairs	**Faculty**
Bridget Herrin	John Crocitti
Holly Jagielinski	Ian Duckles
Administration	Paula Gustin (absent)
Victoria Miller	Holly Jagielinski
Tina Recalde (absent)	Danica Moore
Ryan Shumaker (absent)	Scott Plambek
Classified Professionals	Nathan Resch
Mona King	Lisa Shapiro
Courtney Lee	
VACANT (Instruction)	**Student Representatives:**
VACANT (Administrative)	VACANT
Consultants	
Marisa Alioto (absent)	**Guest:**
Howard Eskew	
Ashanti Hands	
Lorenze Legaspi (excused)	
Pamela Luster (excused)	
Isabel O'Connor	
Toni Parsons (absent)	
Michelle Rodriguez (excused)	
Administrative Support: Sahar King	

Agenda Item A: Call to Order: Holly Jagielinski at 3:34 p.m. in Zoom

DISCUSSION:
1. **Approval of February 8, 2022, minutes**   o A draft of the agenda and minutes were emailed to PIEC prior to the meeting for review.

o The minutes from February 8, 2022, were M/S by Danica Moore and Victoria Miller and approved.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• Post approved minutes to the website.	• Sahar King	• Before the next meeting.

Agenda Item B: Continuing Business

DISCUSSION:
1. Governance 101 (Group is meeting)   a. Meeting scheduled for 2-3 weeks out to get started on additional tasks for Spring 2022.   b. List of items to accomplish that mostly include updates to Governance 101 website: job aids – how to documents, updating list of committees.   c. Would like to know from the committee what else should be included   2. Roadmap Implementation (Objective: Review draft reporting templates)   a. Meeting tomorrow   b. Shared progress report template draft at last PIEC meeting   c. Called group together to discuss how to best report committee progress to PIE in implementing Roadmap objective   d. Developed draft Google Form (or something similar) for reporting mechanism

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
•	•	•

Agenda Item C: New Business

DISCUSSION:

1. ACCJC Annual report
 a. Due April 2022
 b. Separate from ISER for full re-accreditation
 c. 5 metrics to report on, campus-wide
     i. Course success rate
     ii. Certificates
     iii. Associate degrees
     iv. Transfer
     v. Bachelor's degrees
 d. 3 reporting items for each metric
     i. Actuals for year

        ii. Institution Set Standard [ISS]

        iii. Aspirational goal

e. Help guide numbers we will fill in for ISS and aspirational goal

        i. In previous years ISS was set based on prior year's actuals

        ii. Considerations for small group conversations

            1. Actuals from current and previous years

            2. Efforts made throughout campus to improve these rates

            3. Mesa2030 and Roadmap objectives

            4. Various student success and equity programs

            5. Large grants

f. Small group breakout rooms

        i. What criteria do you think is best to guide the ISS and goals

g. Debriefing

        i. Course success rate

            1. Biggest concern – how to set ISS and goal because 2021 just was not a normal year; we see a jump to 75% success rate at course level, but overall count of success went down.

            2. Decrease in enrollment

            3. 75% jump due to "better" students remaining enrolled?

            4. Concerns we will fall short – do we lowball, taking all of this into consideration?

            5. Hard to know why we got to 75%; could be reflection of beefing up online offerings

            6. Reluctance to set 75% but also not wanting to back away from/lower expectations of a number that has been achieved.

        ii. Certificates

            1. 2016/17 the actual certificates awarded were 354; increase of about 18%

            2. Took a step back for looking at data 2019/20 – anomaly year

            3. Went up 25 certificates from last year

            4. Hard to say if goal is realistic, but a lot of support programs in place, counseling face-to-face and online, targeted outreach for disproportionately impacted students, transfer center, student success teams

        iii. Associate Degrees

            1. 2019/20 actual for ISS

            2. Used percentages from first slide to go up 18% for goal

            3. 2019/20 anomalously low, but gives some cushion

            4. Hopefully, we will be close to goal number

        iv. Transfer

            1. Conservative, low number for transfer

            2. Goal based on number from 5 years ago

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• **Bring ACCJC numbers to your constituency groups for feedback before they are submitted to PCab!**	• **Everyone**	• **Before March 8, 2022**

Agenda Item D: Announcements/ Adjournment

DISCUSSION:
1. **PCab Meeting on District Planning – March 15, 2022* (date change-meeting invite coming)**
2. **Next meeting: March 8, 2022**

Submitted by: Sahar King, Administrative Support

Approved on: