

San Diego Mesa College
Planning and Institutional Effectiveness Committee

Meeting Notes

04/11/2023

3:30 – 5:00 PM, Zoom

ATTENDEES	
Co-Chairs	Classified Professionals
Holly Jagielinski	VACANT (Administrative)
Hai Hoang	Courtney Lee
	VACANT (Instruction)
Administration	
Victoria Miller (Absent)	Faculty
Ryan Shumaker	Andrew Hoffman
	John Crocitti (A Senate President)
	Ian Duckles
Consultants	Jill Moreno Ikari
Marisa Alioto (Excused)	Holly Jagielinski
Howard Eskew	Danica Moore (Absent)
Ashanti Hands	Scott Plambek
Lorenze Legaspi	Nathan Resch
Larry Maxey	Lisa Shapiro (Absent)
Isabel O'Connor	Barbara Sexton (Absent)
Toni Parsons (Excused)	Valerie Pallares (Absent)
Michelle Rodriguez	Paige Hu
Alexander Berry	Student Representative
	VACANT
Administrative Support: Gity Nematollahi	Guest(s): N/A

Agenda Item A:

DISCUSSION:
<p>1. Call to Order: Holly Jagielinski at 3:34 PM in Zoom.</p> <p>2. Approval of 03/14/2023 Meeting Minutes</p> <ul style="list-style-type: none"> ○ A draft of the agenda and minutes were emailed to PIEC (Planning and Institutional Effectiveness Committee) prior to the meeting for review. ○ The minutes from 03/14/23 were M/S by Ian Duckles and John Crocitti and approved by all, abstaining Isabel O'Connor.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> Post approved minutes to the website. 	<ul style="list-style-type: none"> Gity Nematollahi 	<ul style="list-style-type: none"> Before the next meeting.

Agenda Item B: Continuing Business

DISCUSSION:

1. Committee Updates Report

- a) Mesa Pathways (Eskew)
 - o Academic and Career Pathways: Education and Guidance ACP: As a reminder, the Education & Guidance ACP are focused on two spring events at which they will promote this pathway for interested students:
 - April 17, 2023: The Education & Guidance Gala will take place from 11am-1pm in MC 211A/B. Attendees are invited to learn about programs and disciplines in the Education & Guidance ACP. No registration is required, walk-ins are welcomed, and lunch will be provided!
 - April 21, 2023: At the Future Educators Summit(Teacher Education), high school students will come to Mesa to obtain information about pathways in Education. Participants will include our Teacher Education students, four-year partner institutions, and K-12 feeder district reps.
 - o Mesa Success Coaches: We are pleased to share that the recruitment of Mesa Success Coaches will begin later this month, and a letter will be sent to the campus community by President Hands to encourage involvement, with follow up via email communication and presentations at constituency groups. Ian Duckles will be presenting to PCAB on Tuesday, April 18th, so stay tuned for more information on how you can get involved as a Mesa Success Coach. This volunteer opportunity will be available to administrators, faculty, and classified professionals
 - o Data Coaching: As the Data Coaching workgroup continues updates to their Canvas Shell, the workgroup will be taking a short break for the rest of this semester and will reconvene in the Fall to reevaluate opportunities to continue the work. Leads Gina Abbiate and Anda McComb have worked diligently to develop a comprehensive pilot program, which resulted in the training of 3 amazing data coaches, and Mesa Pathways is proud to have supported this amazing project this past year.
 - o Onboarding and Career Exploration: At the end of the spring semester, OCE will be sunsetting as a Mesa Pathways workgroup, but the work will continue and will live on in various settings throughout campus. We are grateful for the leadership of project leads Olivia Picolla, Shawn Fawcett, and Rachel Russell, and are eager to see the end result of the Mesa Launchboard; A Career Exploration Guide and the updated Mesa Journeys 3000 as their final projects.
 - o Pathways Fellows: As the Spring 2023 semester draws to a close, the Pathways Fellows will also be sunsetting. We are proud to reflect on their incredible accomplishments and the Fellows created a video to highlight their work over the past year, which was previewed at PCAB on Tuesday, April 4th. Throughout the academic year, the Fellows have actively participated in a variety of initiatives, gaining invaluable insight into the developmental phases of Guided Pathways. They have provided faculty and staff with a unique perspective

and are excited to see their positive influence in the next phase. This video offers a glimpse of the many achievements of the outstanding fellows and can be watched here:

<https://youtu.be/5pekrQewLOc> A special thank you to the leadership of Trina Larson, as well as Lead Fellow, Dani Perez-Padilla, for their leadership of this outstanding group of students. The student voice plays a critical role in informing our work, and Mesa Pathways will continue to be intentional in its efforts to obtain the student voice in our ongoing and future initiatives.

- Technology: This workgroup continues to identify additional resources to add to the Academic and Career Pathways (ACP) web pages, which will likely include information related to relevant clubs, campus centers, career information and other resources identified by programs within the various ACPs. The Office of Communications is also developing videos to promote the ACPs.
- 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 Marisa Alioto (malियो@sdccd.edu) or to Howard Eskew (heskew@sdccd.edu).
- Next MPC Meeting: Our next MPC meeting will take place on April 26th from 12:45 - 2:15pm (meetings are held online via Zoom). Our next Mesa Pathways Working Meeting will take place on April 12th from 12:45 - 2:15pm online via Zoom.

b) SET (Maxey)

- Set Committee has met once this semester, and at that meeting we had some general overviews and presentations from the following sub-committees.
- The Committee for Diversity Action, Inclusion and Equity (CDAIE) shared various initiatives that they're working on in partnership with the SET committee.
- Puente program presented about all the exciting initiatives and activities that they're engaging in. There are some new resources that are coming into the program that are going to be beneficial for the success of our students.
- Cal WORKs has gone through the process of rebranding over the course of this past semester. We're really looking to get that program going and increase the student recruitment of that program. We have a new coordinator within the program that's doing a fantastic job.
- NASSP Grant, the Native American Student Support and Success program: Dean Eileen, Dr. Eileen Craigs gave a nice overview helped us to appreciate the intersection of that program with student services and the role that student services is going to have to play should we receive that program. We'll be submitting a proposal. 30 colleges were asked to submit proposals. I'm hearing that 22 submitted proposals; it looks like a pretty firm possibility that we might get that grant. It's going to be a heavy student service involvement along with instructional support as well.
- We are initiating the Fresh Success Program, which is a statewide initiative that helps support parents and others who are receiving support through the stand. It allows us to document and capture the engagement with those students as success measures. They will provide us with reimbursement into the program for the supports and the work that we are engaging in. It's going to be a great deal of documentation and is involved with the program. But we're excited about the possibility of being able to collaborate and get

resources and support for all the wonderful things that we're doing, particularly in the areas of basic needs.

- c) Program Review (Hoang)
 - o Program review Resource Request is closed now, and the PR Resource committee is meeting and reviewing the resource requests. A friendly reminder to everyone on the resource request that we are using the 0 to 10 rubric scale as approved and stated in the handbook, also please share your recommendation at the upcoming PIEC meeting on April 25, so we have enough time before going into the first reading at PCAB which is going to be the Retreat, and then the second reading at PCAB.
 - o Last Friday we discussed the launch of the program review for the next year at the PRSC meeting, especially talking about how we can best update and support the college when it comes to returning to our original form model, and especially we are launching our new platform Nuventive. We are looking for people to volunteer to test the Nuventive tool, both faculty staff and admin over the summer and make some video in the summer and then to offers a couple of workshops. It will be an over-time paid opportunity with Esu. Please share this opportunity with everyone in your constituent group and if anyone's interested, please let me or Liza know.
- d) Committee on Outcomes & Assessment (Hoang)
 - o In the last CoA meeting we had discussion on the outcomes that we will be assessing this spring, which is [the critical thinking](#). We have 5 educational learning outcomes. This year/spring we are assessing critical thinking. Usually, we assess one or 2 of them per year. We are going to revise the language of the current survey to ensure capturing the critical thinking ILOs and making it more student friendly. The plan is that we will be sending out these ILOs to assess critical thinking, together with the graduate survey at the end of April or beginning of May.
- e) Budget Allocation & Recommendation Committee (Legaspi)
 - o BARC: We've closed the resource, request, and we did our norming session. We changed from our previous scoring one through 4 to the one through 10 model. Thanks to those on the committee that have already scored in the last couple of days.
- f) Faculty Hiring Priorities Committee (Crocitti)
 - o The request for new hires were submitted by April 5th. The committee has started scoring the requests. I believe there were 40 proposals for new full-time faculty hiring. We will meet on April 24th to review the tally, maybe have discussion or any adjustments necessary, and then it should be ready to send to PIEC the next day.
- g) Classified Hiring Priorities Committee- (Legaspi)
 - o CHP: We had our norming meeting today, and so we'll make sure to get our changes or request back to PIEC at the next meeting.
 - o We're scheduled to have all the resource requests completed and scored both for CHP and BARC on the 19th, and then have a last meeting to see if everything makes sense and if we are comfortable with the process to have it ready for the next PIEC meeting on the 25th.
- h) Environmental Sustainability Committee - (Rodriguez)
 - o We met several times in March and developed a workshop for the Leaf icon system, and process for the proposals for course revisions. We held 2 workshops at the end of March that were very well attended. We'll take that language all the development work that we

- did, and put that into Section 2 of the cap, about the academic academics and the climate action plan.
- W also developed a document to recommend advocacy about full funding of bus passes for people up to age 24 and shared that with President Hands and Joel Peterson. That's been an issue that's come up recently at the Supervisor level in the county.
 - The district is still making progress on the greenhouse gas emissions inventory in the district, and as soon as there's information, we'll incorporate that into our climate action plan.
- i) Committe for Diversity, Action, Inclusion, and Equity (Lee)
- Cultural Unity Week is going to be April 17 to 21. It is a week of events which celebrates and honors various world cultures. Festival of colors is going to be back, and it's going to be on April 20th to conclude the week of major events.
- j) Accreditation (Hoang)
- May 10th Subcommittee will present their status to the Board. This is the first time we are doing that at the district. The idea is each college is going to present about our process for accreditation and the current status. Then we pass on all of the information to the actual board after that.
 - May 8th we are going to borrow some time with permission of the president to present an activity on how we can better design and improve the process for the future; along with that activity we also plan to collect feedback from all of the groups though a survey.
- k) Gov 101 (Jagielinski)
- We met on March 16th for the first time. We discussed the membership and who is going to be assisting in the goals of GOV101. We have sent out an invitation to the new members and people who weren't able to join for a date. We're going to meet on April 19th to discuss our goals for GOV101 going forward into the fall semester and creating some form of a toolkit or training to help our chairs.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• none	•	•

Agenda Item C: New Business

DISCUSSION:
<p>1. The Governance Survey (Hoang)</p> <ul style="list-style-type: none"> • Members reviewed the findings of the governance survey from last year from March 2022 and discuss possible Changes. <ul style="list-style-type: none"> ○ This survey is usually sent out every three years. ○ We should eliminate multiple responses for one committee. ○ ACTION ITEM: Adding Environmental Committee to the survey ○ With this governance survey we were trying to capture elements about the group, and the result does not reflect that. The purpose of the governance and operational

group inventory response with this particular spreadsheet was to ensure that we had the right reporting structure in place for all the different committees, and we're updating it at certain times.

- [The Governance handbook](#) is different and does not have all these details. The Subgroups do not need to be listed in the handbook.

2. [Roadmap Implementation](#) (Legaspi/Hoang)

- We spent some time doing the overarching 10 Year Plan (Mesa 2030), and then we did the roadmap 5-year strategic plan.
- Each year we tasked a governance or a committee operationally to do the work for the roadmap, based on the Mesa 2030 goals and the objectives.
- We're going to continue assessing what we have implemented, our plans and if it's in order and the right scale.
 - The information is sent out to all the committee leads, and then we compile them.
 - Our job here at PIEC is to review what the committees submit, and to see if we're meeting our strategic objectives, if there are any glaring gaps or projects not starting.
 - Then we follow up with the operational committees to find out why.
 - We're in the planning phase and scaling phase of some of these
- In the next couple of years as we get to our next 5-year plan and then in 2 years we're going to create and assess the roadmap. If we want to change or add new ones, or delete some of those goals moving forward, we'll get to that process in a couple of years. For these next 2 years we have been implementing what we're saying, and we're meeting our mesa 2030 goals.
- We have received 7 responses to the roadmap survey, but we need 26. Please fill it out if your name is not on the survey list yet.
- The members reviewed and updated the list.
- The last 3 questions are the most important ones in terms of the progress: current phase, progress and challenges.
- The survey has to be filled out one per goal not per committee.
- Anything that didn't map how we expected it to it is worth taking a look at again and we can connect to have a conversation about addressing our goals.
- C-CAP and ACP are organizationally different but if we look at look within the umbrella of dual enrollment, you have both C-Cap and ACP. We have also courses that are current fast track where the students take their courses on campus online and they come to us. We don't go to them.
- The point is to be able to track our progress over time, hold ourselves accountable to what we said we were going to do, and who we say that we are. By reviewing this we can also provide feedback on what type of information is helpful, less of a summary and an overview, but more of plans and outcomes; so that we can over time, get have access to better data, and then also being able to share this broadly, people will then be

able to see what type of work is being done, and if there's overlap or opportunities to collaborate or connect to other people in this is going to be a great way for us to do it.

- Since the survey has already been sent out, we are not going to change the questions now. We can review and decide on the changes after we receive the responses for the next time.
- How does this roadmap survey connect or overlap with program review questions will be answered in another time. Also, until Nuventive rolls out, it's not possible to see what goals people are mapping up to from their program through the strategic objectives to make it 2030. We don't know if we have the technical capability to do that.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Adding Environmental Committee to the survey 	<ul style="list-style-type: none"> • Hai Hoang/Holly Jagielinski 	<ul style="list-style-type: none"> • None

Agenda Item D: Announcements/ Adjournment

Meeting adjourned at 4:41 PM

DISCUSSION:
<ol style="list-style-type: none"> 1. Next meeting: 04/25/2023 <ol style="list-style-type: none"> a. In the meeting the Resource Request Committee is going to share their recommendation with us. 2. Meeting Schedule 2022-2023

Submitted by: Gity Nematollahi

Approved on: 04/25/2023