

# SAN DIEGO MESA COLLEGE

## Planning and Institutional Effectiveness Committee Minutes

February 11, 2025

**LRC 435. 3:30 p.m. to 5 p.m.**

Attendees: Hai Hoang, Holly Jagielinski, Courtney Lee (SS/AS), Ayana Woods (CS) Andrew Hoffman (AS), Lisa Shapiro (B&T), Ian Duckles (SBSMS), Jill Moreno Ikari (Chair of Chairs), Howard Eskew (Pathways), Ashanti Hands (President), , Lorenze Legaspi (Administrative Services)

- 1. Call to order 3:36pm**
- 2. Postponed Approval of minutes for November 12, 2024**
- 3. Continuing Business**

### 1. Committee Report Outs:

- a. Mesa Pathways (Eskew / O'Connor)
  - i. New team now that Toni is the acting dean of instruction. Ian, Toni and Howard met to discuss future plans with ACAP, mapping etc.
  - ii. District is working to move Cal-GETC into mapper
  - iii. Success coaches is being discussed for next year of how it will work and what will be changed
  - iv. DT maps are done and have been updated to Cal-GETC
  - v. They have been sent out to counselors
- b. SET (Maxey)
  - i. No report
- c. [Program Review](#) (Hoang)
  - i. Resources committees will present the prioritization lists on 2/25 and 3/11
- d. Outcomes Assessment (Hoang / Rabinovich)
  - i. COA has not met yet
  - ii. Work continues to happen with trainings
  - iii. Progress Reports have been sent to deans to alert them to where progress is taking place
  - iv. Hai and Liza will be visiting the Committee of chairs
- e. Budget Allocation and Recommendation Committee (Legaspi)
  - i. We had 85 requests, 30 should not be in BARC, those items will be pulled and emailed out to the requests and sent them to facilities request or equipment replacement
  - ii. Once they come to PIE and PCAB will revisit any changes for rubric and questions
- f. Classified Hiring (Cannock / Legaspi)
  - i. Once they come to PIE and PCAB will revisit any changes for rubric and questions
- g. Faculty Hiring (O'Connor / Hoffman)
  - i. Meeting on 2/21 for scoring and the 28<sup>th</sup> if needed

- h. Environmental Sustainability (Rodriguez)
  - i. No meeting yet
  - ii. Catalysts training on the LEAF program and LEAF designation
  - iii. Created a poster about transit justice
  - iv. Tasks this semester to:
    - 1. Work with BARC on the sustainability part of the rubric
    - 2. Hosting a climate literacy event
    - 3. Send representatives to district taskforce to update the green building standards
    - 4. Will have representative on district bond committee
    - 5. Continueing to support the Mesa Trail and Garden
- i. Diversity, Action, Inclusion, and Equity (Miller)
  - i. Discussed how to support students based on new administration
  - ii. Planning on cultural unity week 4/14-4/18
- j. [Accreditation](#) (Hoang)
  - i. CLO was 33% last week and increased to 35% yesterday
  - ii. We need to be more aggressive and meeting the deadline
  - iii. Discussing accountability measures
- k. HSI (Hispanic Serving Institution) (Fusco)
  - i. No report
- l. [AANAPISI Programs \(Simpliciano\)](#)
  - i. No report

## 2. Accreditation discussion

- a. Reviewed the handout from Hai based on Ideas/Thoughts related to accreditation
- b. What is next for us?
  - i. Lisa-we need standard leads that is in charge of each one would help create a strong system so the standard leads could report. Historically there was no consistency in format so the goal was to make it cohesive. The goal this time was evidence first and creating a backbone/outline. Where we fell was getting the details in. Are we looking far enough ahead before the midterm report. I would like to see a process in place of standard leads now to start working on the midterm report.
  - ii. Ashanti- we will set up the process differently next time. If there are changes the way we do thing differently needs to go to PCAB, not everything in PIE needs to go to PCAB. We do no have to present for approval.
  - iii. Create a generic accreditation calendar for the seven year cycle
  - iv. PIE is waiting for the ALO to develop skeleton framework to bring to PIE for approval. PIE's task is to approve it.
- [Outcomes Spring 2025 Action Plan](#)

- Reviewed Hai's ACCJC Outcomes Compliance Spring 2025

#### Action Plan

- Ian- What shows that the DOC has completed the outcomes review to be done
  - Liza-the deans are keeping track on the process of their school
  - Ashanti-is there a way that we can have a default process for those that do not have a process?
  - Ian-regarding follow-up where do we document and when
  - Ashanti-the 75% is because not all classes are taking place and we are only a third of the way through the cycle.
- Suggestion: add an extra deadline in April for CLO Check in the manager's action plan to account for the late start classes

#### 4. New Business

- Mesa 2030 update
  - Lesson learned when considering new roadmap-how can we build in a process to collect data that makes it easier for people to submit.
  - In February and March analysis will be done to show status of Roadmap and then create a task force.
  - We will not be hiring a consultant since it's the 5-year roadmap. Goal to finalize new roadmap this fall and start new roadmap in spring 2026
- District's report: goal and [current process](#)
  - Currently collecting for the district strategic plan
  - District asking each college to create alignment of our above objectives and alignment to district goals
  - District asking for highlights such as MOST, library services etc
  - Send any project to Hai that you think should be featured.
- ACCJC Annual Report (initial discussion)
  - Follow-up on 2024 conversation regarding intentional goals
  - Suggestion: a 2% increase/decrease based on previous metrics
  - Consideration: current capacity, ACCJC compliance, resources
  - Do we set the increase/decrease based on the actual or based on the goal number? Based on *actual*
  - Andrew- I like the steady incremental growth of 2% since we have not been meeting our goals
  - Ayana-Do we look at awards to applicants and look at the differential?
  - Andrew-a lot of these numbers are impacted by counseling,
  - Howard-if we automate these processes, it could help eliminate some of these issues and
  - Ayana-it's more of a system issue
  - Ashanti-add this to PCAB retreat for further more intentional discussion

- xi. Suggested increase would be 2% for goal and 1% for the floor with intentional dialogue and conversation yearly

- d. Governance Survey update

- i. Requirement of standard 4 for ACCJC
  - ii. Data will be analyzed and sent to chairs for improvement
  - iii. PIE will look at overall data and see how PIE can support

## 5. Announcements

Next meeting: February 25, 2025 - LRC 435 at 3:45 in observance of the Chancellors Meeting

## 6. Resources

- [PIEC Website](#)
- [Meeting schedule for 2024-2025](#)
- [Integrated Planning Calendar](#)

## 8. Adjournment

**Adjourned by: Hai Hoang at 4:55**

**Minutes submitted by: Holly Jagielinski**

### Deliverables for 2024-2025:

#### Accreditation:

- Support ACCJC Annual Report (April 2025) and Follow-up Report (October 2025).
- Recommend to PCAB the establishment of a structure and accountability framework to maintain accreditation standards.

#### Program Review and Outcomes Assessment:

- Develop an integrated structure for Program Review and Outcomes Assessment that ensures accreditation compliance and fosters continuous improvement.

#### Governance:

- Update Committee Inventory each semester.
- Administer and analyze governance survey for trend identification and recommendations.

#### Roadmap Oversight:

- Support Strategic Objectives reporting and compliance.
- Review 2021-2025 goals and status; prepare for 2026-2030 roadmap to Mesa 2030.
- Update the Integrated Planning Calendar.