SAN DIEGO MESA COLLEGE

San Diego Mesa College
PIE Committee
Meeting Notes
September 28, 2021
3:30 p.m. – 5:00 p.m.
Zoom ID: 950 5466 6998

	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	**Guest:**
	Pamela Luster -	
	Isabel O'Connor	
	Monica Romero – CTE	
	Michelle Rodriguez- Sustainability	
	Pathways Consultants	
	Administrative Support: Mona King	

Agenda Item A:	**Call to Order: by Holly Jagielinski 3:30 p.m. in Zoom**
DISCUSSION	1. **Approval of May 11, 2021 Minutes** • A draft of the minutes was emailed to PIEC prior to the meeting for review. • The minutes from May 11, 2021 were M/S by Danica Moore and Scott Plambek and approved. Abstain from Michelle Rodriguez, Nathan Resch, and Howard Eskew. 2. **Approval of September 14, 2021 Minutes** • A draft of the minutes was emailed to PIEC prior to the meeting for review. • The minutes from September 14, 2021 were M/S by Ian Duckles

	and Tracy Tuttle and approved. Abstain from Michelle Rodriguez and Howard Eskew.

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

Agenda Item B:	Committee Updates
DISCUSSION	• The committee reports -please see written updates attached. • As a reminder, PIE committee reports are presented at the first meeting of the month and the second meeting of the month is ran as a working meeting. • The last PIE committee meeting focused on working on the committee deliverables. Since the meeting did not include the reports, those reports have been linked above for everyone's review.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• N/A	•	•

Agenda Item C:	Continuing Business

DISCUSSION	**1. Accreditation**
	   a. The President's Cabinet approved PIEC's recommendation for the creation of an Accreditation Steering Committee.
	   b. The Accreditation Faculty Coordinator Position announcement closed yesterday and the candidate selected should be identified by next week.
	   c. Accreditation Steering Committee membership (Objective: Recommend a structure and composition)
	      i. PIEC will wait until after the 10/11/21 ACCJC Training to further discuss the recommended structure and composition.
	      ii. PIEC will want the committee populated and meeting by the end of October.
	
	2. Planning Deliverables for 2021-22 (Objective: Revise draft and approve)
	   a. Deliverables/tasks and timelines were drafted from the discussion last meeting for the following areas: Accreditation, Program Review/Outcomes, Governance, Roadmap Implementation, and Update Integrated Planning Calendar. The draft was presented to PIEC.
	   b. The committee identified an additional deliverable/task to add under Program Review/Outcomes:
	      i. Support FHP, CHP, and BARK processes.
	   c. Another new deliverable/task to be added:
	      i. Create a progress report template that aligns with the roadmap and identify which groups should be reporting back to PIEC.

d. The approval of the draft deliverables with discussed changes was M/S by Danica Moore and Tracy Tuttle. Motion carried.

3. **Integrated Planning Calendar updates** (Objective: add any missing items to 21/22 calendar)
   a. Under Program Review, add:
      i. Manger Review closes (Jan)
      ii. Final PR workspace closes (Feb 7)
      iii. Add selection of new software.
   b. Under BARC, CHP, and FHP, add:
      i. Production of Resource Ranking (March)
      ii. Resource Alignment Workgroup (Under each month in Fall semester)
   c. Under FHP, add:
      i. Develop a process for accelerating hires with new funds (Fall)
   d. Under CHP, add:
      i. Review ranking (March) and develop the recommendation list (April)
   e. Under PIE, update:
      i. Any references to Governance Handbook
      ii. Add in deliverables from today's meeting
      iii. Add: Recommendation report on Student Success Teams (Dec.)
      iv. Add: Finalize plan for Student Success Teams (March/April)
      v. Add: Expense reporting to the Chancellor's Office (Dec)
   f. Under Student Equity,
      i. Change 2020/21 to 2021/22
      ii. Remove any items referencing a goal
      iii. Remove items referencing Equity Crosswalk
   g. Under HSI, add:
      i. Planning for new STEM E3 (Equity, Excellence, And Exito) grant (Oct)

4. **Roadmap to Mesa2030**
   a. Reviewing and planning for implementation of objectives
      i. The Roadmap to Mesa2030 objectives were presented to the group through a spreadsheet in Google Docs. For each objective, the spreadsheet also contained columns where coordinating bodies, collaboration groups, status, estimated completion times, and contact persons could be identified.
      ii. PIEC began a discussion where coordinating bodies and collaboration groups for the objectives were suggested.
      iii. Depending on the objective, the coordinating body could be a committee or a department or both.
      iv. Next steps will be to keep working through the objectives identifying coordinating bodies and collaboration groups. Then, connect with those committees and/or departments to ask how they feel about the recommendation to coordinate the objective and develop a progress reporting template.
      v. PIEC began identifying recommendations for coordinating bodies for each Strategic Objectives

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• Make updates to Integrated Planning calendar and post to website • Submit any additional changes to IP Calendar	• Sahar King • Committee member	• By next meeting • by October 8.2021

Agenda Item D: **New Business**

DISCUSSION	1. **Software Selection Update**
	    a. software demonstrations are scheduled for the next two months (Oct & Nov).
	    b. Ideally recommendations will be taken back to each campus in early Spring with selection to be made before the end of year.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• N/A	•	•

Agenda Item E: **Announcements**

DISCUSSION	1. **Next meeting, 10/12/2021** 2. [Meeting schedule for 2021-2022] 3. **The meeting adjourned at 5:00 pm**

Submitted by:
Approved on: