



Planning and Institutional Effectiveness Committee

MINUTES for January 1, 2022 | 3:00 – 4:45 PM | Zoom Meeting

Members Present:	Jessica Luedtke (co-chair), John Bromma (co-chair), Shakerra Carter, Michelle Fischthal, Marne Foster, Neill Kovrig, Jesus Rivas, Jackie Sabanos, Debi King
Not Present:	Andrei Lucas, Margaret Posner, Katie Serbian
Guest(s):	Kelly Henwood, Rachel Rose
Recorder:	Debi King

AGENDA

1. Call to Order 3:03 PM

2. Action Items

2.1 Approval of Agenda

CONCLUSION	Motion to approve by Neill, seconded by Debi – motion approved
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2.2 Approval of December 13, 2021 Meeting Minutes

CONCLUSION	Motion to approve by Jesus, seconded by John – motion approved with *clarification in these minutes
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NOTE	Clarification of 12/13/2021 minutes: <i>*The use of CAEP funds for site improvements requires state approval, however it is not an encouraged area of allocation of CAEP funds and raises yellow flags with the state.</i>
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3. Information/Discussion Item(s)

3.1 Update on Request for Resources, Unit Strategic Plans

INFORMATION	<p>Request for Resources</p> <ul style="list-style-type: none"> • PRIE has finished collecting, compiling, and organizing • 201 requests (nineteen less than last year) – totaling approximately \$9 million • Forwarding data to Admin Services Office who will be matching requests to funding <p>Unit Strategic Plans</p> <ul style="list-style-type: none"> • PRIE is reviewing and compiling the plans • PRIE is working on feedback for writers – to be provided in meetings with individual departments
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3.2 Strategic Master Plan activities development support from Bradley and Dunford

INFORMATION	<ul style="list-style-type: none"> • The Strategic Master Plan is a standing document that will stand for seven to 10 years • There are six new institutional goal categories: Student Enrollment and Programming, Student Experience and Pathways, Diversity, Equity, and Inclusion, Organizational Effectiveness, Partnerships, and Stewardship of Resources. • PRIE is reviewing and finalizing the plans and will then prioritize the activities for the Institutional Strategic Plan and will then finish drafting the Institutional Strategic Master Plan and its components: Student and Community Profile as well as mission statements and program summaries from all the different plans • Any revisions will be brought to EGC for final review and acceptance in May • PIE will work with Brailsford and Dunlavey (B&D) which will support the facilitation and prioritization of activities within the unit plans throughout the month of February • B&D feedback session for prioritization of strategic plan activities at PIE meeting in March • Committee members inquired about obtaining student input in a feedback session • B&D is funded by the District – there is no potential for additional funding for this project
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ACTION ITEM	Jessica to contact Brailsford and Dunlavey to utilize their presentation for student session; Jessica to connect with Shakerra Carter to schedule and host student session
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3.3 Committee Report-outs / Roundtable

INFORMATION	<ul style="list-style-type: none"> • Strategic Enrollment Management planning held and orientation last week - Equity challenges/gaps were widened due to Covid – implementing “Equity Minded Redesign” moving CE toward a cultural shift, while also recognizing some incredible work that’s been done during the pandemic; management and regional resources will meet to guide us, management has also reached out to faculty for feedback as well • Accreditation Sub-Committee – hasn’t met • Research Sub-Committee – will be meeting in Spring • Districtwide Strategic Planning Committee – didn’t meet last semester, but meeting TBA; will be addressing the matter of 7-year plan or 10-year plan • Program Review Committee – to be rescheduled last meeting due to lack of attendees • District PRC recommendation to use Nuventive for credit college program review/SLO’s; CE requested staying with Anthology and asking for equitable District funding • Academic Senate – meeting next week – will be discussing PD opportunities • Classified Senate – hasn’t met since November, meeting this Tuesday
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4. Adjournment: Meeting adjourned at 4:17PM

Next Meeting: February 14, 2022 | 3:00 – 4:45 PM | Zoom Meeting

Minutes submitted by: Debi King

Minutes approved: *By Committee on February 14, 2022*