



**Planning and Institutional Effectiveness Committee**

**MINUTES of** February 13, 2023 | 3:30 – 4:30 PM | Zoom Meeting

<b>Members Present:</b>	Jessica Luedtke (co-chair), Margaret Posner, Marne Foster, Sean Caruana, Shakerra Carter, Jesus Rivas, Andrei Lucas, Kelly Henwood
<b>Not Present:</b>	Minou Spradley, John Bromma, Neill Kovrig, Jackie Sabanos, Debi King
<b>Guest(s):</b>	Rachel Rose
<b>Recorder:</b>	Debi King
<b>AGENDA</b>	
<b>1. Call to Order</b> Meeting called to order at 3:34 PM	
<b>2. Action Items</b>	
<b>2.1 Approval of Agenda</b>	
<b>CONCLUSION</b>	Motion to approve by Sean, seconded by Margaret – agenda approved
<b>2.2 Approval of January 9, 2023 Meeting Minutes</b>	
<b>CONCLUSION</b>	Motion to approve by Kelly, seconded by Sean – minutes approved
<b>3. Information/Discussion Item(s)</b>	
<b>3.1 EGC Process for Driving Principles &amp; ISLOs cyclical review and revision</b>	
<b>INFORMATION</b>	Committee reviewed CE’s <i>Mission, Vision, Philosophy Statement, and Core Values</i> – located at the bottom of each page on the CE website. PIE’s review aligns with accreditation requirements. Last review was several years ago during last Governance Handbook iteration final review by CE’s governance committees. At that time there was unanimous support for not changing as they were all still relevant. Considering the forthcoming Accreditation Self-Study, PRIE sent out a survey in Fall to address <i>Mission, Vision, Philosophy Statement, and Core Values and the Institutional SLO’s</i> . The SLO Task Force will be reviewing the proposed 5 <sup>th</sup> SLO and bring to EGC for approval – PIE is reviewing the other the other areas.
<b>3.2 Review Driving Principles, Driving Principles Survey Results</b>	
<b>INFORMATION</b>	SDCCE’s <i>Driving Principles</i> survey results shared with members <ul style="list-style-type: none"> <li>• Most respondents agreed that the statements are still valid – suggesting minor changes: <ul style="list-style-type: none"> <li>○ “Can we add ‘<i>economic mobility</i>’ to statement”</li> <li>○ “Update to <i>San Diego ‘College’ of Continuing Education</i> in Mission Statement”</li> <li>○ “Use ‘<i>is committed to</i>’ instead of ‘<i>commits</i>””</li> <li>○ “‘<i>Innovative</i>’ can be left out unless we have suddenly become a recognized research</li> </ul> </li> </ul>
<b>3.3 Draft 1 Driving Principles</b>	
<b>DISCUSSION</b>	Committee then participated in a facilitated activity during this portion of the meeting <ul style="list-style-type: none"> <li>• Goal: To refresh SDCCE’s driving principles statement</li> <li>• Activity: Identify words that could be added, removed/replaced in each statement <ul style="list-style-type: none"> <li>○ Constraints: Core message must remain the same</li> </ul> </li> </ul>
<b>Action Item</b>	PRIE will send committee members the output from this activity
<b>4. Adjournment:</b> Meeting adjourned at 4:51 PM	
<b>Next Meeting:</b> March 13, 2023   3:30-5:00 PM   Combined meeting with Accreditation Steering Committee	

**Minutes submitted by:** Debi King

**Minutes approved:** *By Committee on April 10, 2023*