



Planning and Institutional Effectiveness Committee

MINUTES for March 8, 2021 | 3:00 – 4:45 PM | Zoom Meeting

Members Present:	Jessica Luedtke (co-chair), John Bromma (co-chair), Lisa Cork, Michelle Fischthal, Marne Foster, Neill Kovrig, Margaret Posner, Jesus Rivas, Star Rivera-Lacey, Jackie Sabanos, Debi King
Not Present:	Andrei Lucas, Katie Serbian
Guests:	Matthew Rivaldi, Brian Palmiter, Rachel Rose
Recorder:	Debi King

AGENDA

1. Call to Order 3:02 PM

2. Action Items

2.1 Approval of Agenda

CONCLUSION	Motion to approve by Michelle, seconded by Debi – motion approved
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2.2 Approval of February 8, 2021 Meeting Minutes

CONCLUSION	Motion to approve by Neill, seconded by Lisa – motion approved
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3. Information/Discussion Item(s)

3.1 Progress on Previous Action Items - No previous action items

3.2 New Member Welcome

DISCUSSION	Committee members welcomed and introduced themselves to new member, Lisa Cork
ACTION ITEM	Jessica will send Lisa PIE page from Governance Handbook and meeting schedule

3.3 Blueprint for Fall and Spring Strategic Planning

INFORMATION/ DISCUSSION	<p>Presentation of planning for SDCCE’s next Strategic Plan – Goals and Objectives</p> <ul style="list-style-type: none"> • Smaller group presentations with stakeholder-based guidance • Creation of individual program plans to align with institutional goals • Collect and utilize participant feedback for writing institutional goals • Participants to include faculty, classified professionals, administrators • Spring 2021 - Spring 2022 Master Plan timeline: <ul style="list-style-type: none"> ○ April 2021 – planning sessions to support development of goals and objectives ○ Fall 2021 – unit Strategic Plans and Master Plan sections ○ Spring 2022 – final editing and vetting of Institutional Master Plan
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3.4 Committee report outs

INFORMATION/ DISCUSSION	<ul style="list-style-type: none"> • Accreditation Subcommittee – has not met • Research Subcommittee – has not met (will be discussing Research Agenda) • Districtwide Strategic Planning Committee – has not met (to discuss CE’s info by October/November) • Technology Committee – last meeting went over resource requests • Safety and Facilities Committee – provided comments on resource requests last week • Professional Development – discussed tracking results/learning that comes out of conferences • Program Review Committee – PR feedback sessions are starting this month, reviewing PR templates • Classified Senate – Star Conference coming up, People’s Choice Awards in May
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3.4 SDCCE Newsletter Blurb

DISCUSSION	Mention that the strategic planning process is starting
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4. Adjournment: Meeting adjourned at 4:22 PM

Next Meeting: April 12, 2021 | 3:00 – 4:45 PM | Zoom Meeting

Minutes submitted by: Debi King **Minutes approved:** *By Committee 4/12/2021*