



Planning and Institutional Effectiveness Committee

MINUTES for May 10, 2021 | 3:00 – 5:00 PM | Zoom Meeting

Members Present:	Jessica Luedtke (co-chair), John Bromma (co-chair), Lisa Cork, Michelle Fischthal, Neill Kovrig, Andrei Lucas, Margaret Posner, Jesus Rivas, Star Rivera-Lacey, Jackie Sabanos, Debi King
Not Present:	Marne Foster, Katie Serbian
Guests:	Rachel Rose, *Carissa Oyedele, *Mario Violich, *Han Shuang (*representatives from MRY Architects)
Recorder:	Debi King
AGENDA	
1. Call to Order 3:04 PM	
2. Action Items	
2.1 Approval of Agenda	
CONCLUSION	Motion to approve by Neill, seconded by Michelle – motion approved
2.2 Approval of April 12, 2021 Meeting Minutes	
CONCLUSION	Motion to approve by Jesus, seconded by Lisa – motion approved
3. Information/Discussion Item(s)	
3.1 Progress on Previous Action Items	
INFORMATION	Jessica scheduled second May meeting and sent to calendar invitation to committee members
3.2 Anthology Strategic Plan Template	
INFORMATION	New SP Objectives template is in development by PRIE and was shared with committee for review – committee had no objections to the template; will be presented to committee again in September
3.3 Student and Community Data	
INFORMATION /DISCUSSION	<ul style="list-style-type: none">Information is still being collected to analyze the results of the Community and Student Feedback Surveys – preliminary results were shared with the committee to incorporate them in the strategic planning development activitiesCommittee reviewed and contributed comments using PadletHighlights from Students’ Feedback Survey<ul style="list-style-type: none">Respondents: CE students enrolled in Spring 2021 classesSurvey dates: 4/27-5/21/2021Response rate: 979/10,583 (9.21%)Online was the preferred learning environment (43%); in-person/online (23%); in person (11%)Positive responses prevailed throughout the survey regarding experience at SDCCEHighlights from the SDCCE Community Perceptions Survey<ul style="list-style-type: none">Respondents: SDCCE community membersSurvey dates: 4/27-5/21/2021Response rate: 33/300 (11%)Positive statements prevailed throughout the survey regarding SDCCEPerception of CE’s reputation/changes in the last 5 year: stronger 46%, same 38%, weaker 8%Topics of most interest:<ul style="list-style-type: none">Career success stories of SDCCE students 65%Opportunities/support for lifelong learning 54%Benefits of attending classes at SDCCE on students’ lives 46%How SDCCE works to support historically underrepresented groups 35%How SDCCE works to stay affordable 35%Recommended focus for SDCCE for the future<ul style="list-style-type: none">Expand educational offerings and align with local employment needs 31%Expand educational offerings for lifelong learners 30%Expand student support services 26%Offer more online classes 16%Offer classes at different locations 15%Expand offerings for English learners and basic skills 15%Expand offerings for DSPS 11%Expand offerings for adult high school diploma and equivalency programs 10%

3.4 Overview of Employee Data	
INFORMATION	<div>Main priorities from employee data:<ul style="list-style-type: none">• Student enrollment and retention practices• Equitable student progression and completion• Student outcomes• Sustainable fiscal practices• Community and industry partnerships• Internal and external communication and collaboration• Enhancement of professional development• Enrollment management</div>
3.5 Special Meeting Time Extension	
INFORMATION	Committee agreed to extend the special meeting on May 19 th to 5:00
3.6 Committee Report-Outs <i>(tabled due to time constraint)</i>	
3.7 Architect Feedback Session for Facilities Master Plan	
INFORMATION /DISCUSSION	<div>Presentation by MRY Architects<ul style="list-style-type: none">• Pre-Project Planning (April-May)• Campus and Community Engagement (May-March 2022)• Phase 1: Envision (May-June) - Define project goals, values, and principles; Engage relevant stakeholders• Phase 2: Analyze (May-July) - Review/integrate existing docs, collect/analyze data, evaluate existing conditions, identify key trends• Phase 3: Test (July-August) Identify opportunity sites, explore concepts, assemble and consider data-driven decision process• Phase 4: Prioritize (September-October) Define Master Plan framework, establish basis of design/project budgets, Identify funding streams, prioritize projects• Phase 5: Document (October-January 2022) – Document Master Plan framework and priorities, coordinate technical disciplines, assemble/issue draft and final reports• Final Approvals (January – March 2022)</div>
4. Adjournment: Meeting adjourned at 5:00 PM	
Next (second May) Meeting: May 19, 2021 3:00 – 5:00 PM Zoom Meeting	

Minutes submitted by: Debi King

Minutes approved: *By Committee on 5/19/2021*