



**Planning and Institutional Effectiveness Committee**

**MINUTES for October 11, 2021 | 3:00 – 4:45 PM | Zoom Meeting**

<b>Members Present:</b>	Jessica Luedtke (co-chair), John Bromma (co-chair), Shakerra Carter, Michelle Fischthal, Marne Foster, Neill Kovrig, Margaret Posner, Jesus Rivas, Jackie Sabanos, Katie Serbian, Debi King
<b>Not Present:</b>	Andrei Lucas
<b>Guest(s):</b>	Rachel Rose
<b>Recorder:</b>	Debi King
<b>AGENDA</b>	
<b>1. Call to Order 3:03 PM</b>	
<b>2. Action Items</b>	
<b>2.1 Approval of Agenda</b>	
CONCLUSION	Motion to approve by Marne, seconded by Katie – motion approved
<b>2.2 Approval of September 13, 2021 Meeting Minutes</b>	
CONCLUSION	Motion to approve by Marne, seconded by Margaret – motion approved
<b>3. Information/Discussion Item(s)</b>	
<b>3.1 Institutional Goals and Objectives approved</b>	
INFORMATION	Institutional Goals and Objectives have been viewed by EGC (gone through the governance process) and are posted <a href="#">online</a>
<b>3.2 Principles for Prioritizing Planning and Resources document updated</b>	
INFORMATION	Committee reviewed the new <i>SDCCE Principles for Prioritizing Planning, Programs, Services, and Resources 2021/2022 - 2022/2023</i> document - EPC approved on 9/21/2021, EGC to review on 10/13/2021
<b>3.3 Resource Allocation Transition – 2021 structure, Guidelines/FAQ and Timeline</b>	
INFORMATION	<ul style="list-style-type: none"> <li>• Resource allocation is transferring from PRIE to Administrative Services - PRIE will do data collection this year</li> <li>• Timeline will be presented at next meeting</li> <li>• Committee reviewed <i>Resource Request Guidelines and FAQs Budget Cycle 2022-2023</i></li> </ul>
<b>3.4 Integrated Planning Workshops/Trainings Update</b>	
INFORMATION	<p>PRIE has commenced with SP training</p> <ul style="list-style-type: none"> <li>• repeated sessions to accommodate scheduling conflicts</li> <li>• sessions are recorded and provided to attendees</li> <li>• only two training sessions required now – no longer four</li> <li>• trainings in November will focus on collaboration</li> </ul>
<b>3.5 Membership (2 open seats: 1 classified professional &amp; 1 faculty)</b>	
DISCUSSION	PIE currently has two open seats - one classified professional and one faculty – Academic and Classified Senates have been contacted to assist in filling these open seats
<b>3.6 SDCCE newsletter/communication content</b>	
DISCUSSION	Email forthcoming from Margaret to PIE members requesting suggestions for newsletter content
<b>3.7 Committee report outs</b>	
INFORMATION	<ul style="list-style-type: none"> <li>• Accreditation Sub-Committee – will be meeting every other month; this is a planning year; reviewed the accreditation survey</li> <li>• Faculty Priority Hiring Committee – hasn’t met yet, but have active recruitment efforts for FPHC</li> <li>• Technology Committee – met and had discussion regarding technology needs</li> <li>• Professional Development Committee – central theme: how to move forward with PD activities</li> <li>• Program Review Committee – robust Integrated Planning activities explained, presentation for new members</li> <li>• Academic Senate – primarily discussed technology issues for spring</li> <li>• Classified Senate – focusing on getting people engaged again, plans for a Classified Professional Sub-Committee, soliciting for volunteers for a classified professional development conference for the coming year which could be in person, virtual or a hybrid of both</li> </ul>

ACTION ITEM	Resource Allocation and Faculty Priority Hiring committees: change to Michelle and Rachel in PIE agenda
<b>4. Adjournment:</b> Meeting adjourned at 4:10 PM	
<b>Next Meeting:</b> November 8, 2021   3:00 – 4:45 PM   Zoom Meeting	

**Minutes submitted by:** Debi King

**Minutes approved:**

*By Committee on 11/8/2021*