



Planning and Institutional Effectiveness Committee

MINUTES for December 12, 2022 | 3:30 – 4:30 PM | Zoom Meeting

Members Present:	Jessica Luedtke (co-chair), Neill Kovrig, Margaret Posner, Jesus Rivas, John Bromma (co-chair), Marne Foster, Andrei Lucas, Debi King
Not Present:	Shakerra Carter, Michelle Fischthal, Jackie Sabanos
Guest(s):	Sean Caruana
Recorder:	Debi King
AGENDA	
1. Call to Order 3:41 PM	
2. Action Items	
2.1 Approval of Agenda	
CONCLUSION	Motion to approve by Marne, seconded by Neill – agenda approved
2.2 Approval of September 22, 2022 Meeting Minutes	
CONCLUSION	Motion to approve by Marne, seconded by Margarita – minutes approved
2.3 Approval of October 10, 2022 Meeting Minutes	
CONCLUSION	Motion to approve by Debi, seconded by Margarita – minutes approved
2.4 Approval of November 14, 2022 Meeting Minutes	
CONCLUSION	Motion to approve by Marne, seconded by Jessica – minutes approved
3. Information/Discussion Item(s)	
3.1 Strategic Planning Next Steps; Leveraging Department Data for Accreditation	
INFORMATION	PRIE developed a tool that extracts and organized information from Anthology, specifically from Program Review. This tool will be shared with Accreditation Criterion Leads to support their writing and represents the first of a series of iterations geared toward leveraging all the information stored in Anthology from the Annual Integrated Planning Process (Program Review, Strategic Planning, Request for Resources.) A tutorial will be released when implemented
3.2 Resource Allocation Renovation	
INFORMATION	<ul style="list-style-type: none"> • Executive leadership is looking into reviewing and revamping the Resource Allocation process <ul style="list-style-type: none"> ○ Need to align better relative to grants and grant timelines ○ Possibly looking into ‘project-specific’ resource requests (next year)
3.3 Mission, Vision, Values, and ISLO surveys	
INFORMATION	Responses to the SLO Survey: 116, Responses to the Mission Survey: 87 <ul style="list-style-type: none"> • Validation is being finalized • Reports will be released after validation to various stakeholder groups for review
3.4 ISLO Review Process; Equity Statement; Statement Review Process	
INFORMATION	<ul style="list-style-type: none"> • A new accreditation self-study manual has just been released by WASC - CE accreditation team has transitioned to the new manual/template for the self-study • WASC requires a stand-alone Equity Statement - should be institution-wide (governance committees) • ISLO’s will go through Marne Foster, the SLO Coordinator and the SLO task force for review and then go through the Academic Senate for review/changes, then AS President will bring to EGC
3.5 Governance Manual Update	
INFORMATION	Due to time-constraints and the current accreditation/self-study project, PRIE is requesting a one-year extension for the new Governance Manual
4. Adjournment: Meeting adjourned at 4:31 PM	
Next Meeting: January 9, 2023 3:30 – 4:30 PM Zoom Meeting	

Minutes submitted by: Debi King

Minutes approved:

By Committee on 1/9/2023