



Planning and Institutional Effectiveness (PIE) Committee

MINUTES - Monday, January 8, 2024

3:30– 4:30 PM

Zoom virtual meeting

Members Present:	Jessica Luedtke, Shakerra Carter, Jacqueline Sabanos, Minou Spradley, Jesus Rivas, Lee Blackmore, Margarita Posner, Megan Leppert, Sean Caruana, Kelly Henwood, Neill Kovrig, Debi King
Members not Present:	Juan Salcedo
AGENDA	
1. Call to Order 3:32 PM	
2. Action Items	
2.1 Approval of Agenda	
CONCLUSION	Motion to approve by Sean seconded by Margarita – agenda approved
2.2 Approval of December 11, 2023 Meeting Minutes	
CONCLUSION	Motion to approve by Minou seconded by Lee – December 11, 2023 minutes approved
3. Information/Discussion Item(s)	
3.1 Update on Program Review and Strategic Planning	
INFORMATION	<ul style="list-style-type: none"> LMI in PR has been moved outside the deadline due to accreditation prep and grant request efforts <ul style="list-style-type: none"> LMI is done every 2 years – won't be done next year We are working with Centers of Excellence to provide training to CTE program chairs and some faculty PRIE has developed a set of automations for the SP process to identify departments that may need assistance with their strategic plans Special thanks to Lee and Margarita for assisting with ISP in Marne's absence
3.2 Update on Resource Requests & Next Steps	
INFORMATION	<ul style="list-style-type: none"> Requests for resources closed on December 14th ASO is proceeding according to timeline Primary focus is faculty requests first – VPA will send out summary update report
3.3 Accreditation Update / next meeting training	
INFORMATION	<p>WASC visit (virtual) 3/11 - 3/13/2024</p> <ul style="list-style-type: none"> PRIE is preparing training for Leadership Team – schedule TBD Met with the chair of the visiting team last week Videos of campuses to be produced for visiting team Chair to provide a schedule template
3.4 Governance Handbook on hold	
INFORMATION	<ul style="list-style-type: none"> Bringing request to EGC on Wednesday for temporary hold due to WASC visit in spring PRIE Dean to bring to EPC meeting to determine the process for Governance Handbook revision
3.5 IEPI PRT Focus & Visits	
INFORMATION	<p>Partnership Resource Team will come to CE to support institutional effectiveness of SDCCCE</p> <ul style="list-style-type: none"> Plan will be created based on areas addressed during visit <ul style="list-style-type: none"> Focus: Professional Development Focus: Research Two visits before the end of spring – one in the beginning of April, one in mid-May When plan is in place, money will be available to CE
4. Adjournment: Meeting adjourned at 4:11	
Next Meeting: February 12 th – Combined WASC Visit Training	

Minutes submitted by: Debi King

Minutes approved: By Committee on 2/12/2024