



Planning and Institutional Effectiveness (PIE) Committee

MINUTES - Monday, May 13, 2024

3:30– 4:30 PM

Zoom virtual meeting

Members Present:	Jessica Luedtke, Jacqueline Sabanos, Minou Spradley, Jesus Rivas, Marne Foster, Megan Leppert, Margarita Posner, Alysandra Pascua for Juan Salcedo
Members not Present:	Shakerra Carter, Neill Kovrig, Kelly Henwood, Sean Caruana, Debi King
AGENDA	
1. Call to Order 3:36 PM	
2. Action Items	
2.1 Approval of Agenda	
CONCLUSION	Motion to approve agenda by Jesus seconded by Megan – agenda approved
2.2 Approval of April 8, 2024 Meeting Minutes	
CONCLUSION	Motion to approve by Megan, seconded by Margarita – April 8, 2024 minutes approved
3. Information/Discussion Item(s)	
3.1 Governance Handbook	
INFORMATION	<p>The revisions to the Governance Handbook are beginning</p> <ul style="list-style-type: none"> • PRIE to work with Brenna to develop a template • Currently looking at what other colleges are doing • Most of the work on GH will be done in the fall • PRIE will be asking committees to self-assess • When all committee pages have been submitted, then vetting and checking • Timeline with be established by EPC • Needs to be completed by January
3.2 Districtwide Strategic Planning Committee	
INFORMATION	<p>Districtwide Strategic Planning Committee meets 2 times each term</p> <ul style="list-style-type: none"> • PIE has representatives on the committee • Vice Chancellor of IE is overseeing the committee • Some revisions to committee: membership, goals, description in the District Governance Handbook • Minor grammatical changes suggested by CE were presented at EPC and to Senate Presidents • No additional feedback was requested
3.3 2024/25 Membership/Committee Meeting Times	
INFORMATION	<p>PIE meetings on the 2nd Monday of each month from 3:30 – 4:30 unless holiday/institution conflict</p> <ul style="list-style-type: none"> • Meeting dates will be Outlook calendar invites during summer • Members asked to advise if they cannot serve on committee starting fall <ul style="list-style-type: none"> ◦ Will call out for new members in fall based on responses
4. Adjournment: Meeting adjourned at 4:07	
Next Meeting: Fall 2024 - TBD	

Minutes submitted by: Debi King

Minutes approved:

By Committee 9/9/2024